COLLEGE ENROLLMENT CHECKLIST

University of Virginia

This checklist will provide you with all the steps you'll need to take to successfully enroll in college. As you complete each task in the sections below, mark it completed using the checkbox, to keep yourself on track. In addition to using this guide, make sure that you regularly check your mail, college email address, and college school portal account over the summer.

University of Virginia Resources

Check out University of Virginia's Getting Started Guide:
https://admission.virginia.edu/DOTL2026

ADMISSIONS AND COMMITMENT FEE

☐ **Confirm Admissions**

You will receive notification of admissions four to six weeks after you submit your application (after February 1st). If you have any questions regarding your application, contact the Admissions Office at undergradadmission@virginia.edu or 434-982-5300 for more information.

For more information, visit: https://admission.virginia.edu/

Contact Info
Admissions Office
Phone: 434-982-5300
Email: undergradadmission@virginia.edu

Deadline/Notes
Confirm Admissions by **May 1st.**

☐ **Submit Commitment Fee/Deposit**

Check the status of your application. Pay your commitment deposit: https://admission.virginia.edu/i-am/admitted-student

Contact Info
Admissions Office
Phone: 434-982-5300
Email: undergradadmission@virginia.edu

Deadline/Notes
Submit deposit by **May 1st.**

☐ **Set Up Email & Activate Portal**

After you paid your deposit, you will be sent a welcome email to the email address you used to apply with. This email contains a one time use URL that will allow you to create a password for your new student eCampus account. Once you have that information you can use your eCampus account to access your outlook email, course assignments, important forms such as housing. For more details visit: https://virginia.service-now.com/its?id=itsweb_kb_article&sys_id=23917b98dbb017844f32fb671d9619a2

Contact Info
IT Help desk
Phone: 434-924-4357

Deadline/Notes

FINANCIAL AID

☐ **Accept Financial Aid/ Set Up Payment Plan**

If you have not already done so, apply for financial aid as soon as possible, this will allow you to receive need-based grants, federal student loans and federal Work-Study employment. The e-bill will take into account any anticipated financial aid that you are expecting. Pay special attention to any alert messages in eCampus. Visit this page for more info:
https://sfs.virginia.edu/.

Contact Info
Financial Aid Office
Phone: 434-982-5300
Email: sfs@virginia.edu

Deadline/Notes

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☐	**Complete Entrance Counseling/ Sign MPN** If you are taking out any federal loans for college, you will need to complete entrance counseling and sign your Master Promissory Note (MPN) before their loans are disbursed. Entrance counseling and signing the MPN can be completed at https://studentaid.gov/mpn/subunsub/landing.	*Contact Info* Financial Aid Office Phone: 434-982-5300 Email: sfs@virginia.edu	Deadline/Notes
☐	**Check for Verification** You may need to provide additional information in order for Boston to process your financial aid. This process is called verification. Complete the verification form and also log into your FAFSA to use the IRS link to transfer your family's updated tax forms. If it doesn't work online, you will need to request a copy of your tax transcript at www.irs.gov. For more information, visit https://sfs.virginia.edu/financial-aid-current-students/current-undergraduate-students/financial-aid-basics/eligibility/federal-verification	*Contact Info* Financial Aid Office Phone: 434-982-5300 Email: sfs@virginia.edu	Deadline/Notes

ORIENTATION/ CLASS REGISTRATION

☐	**Submit Immunization Records and High School Diploma** All students are required to complete the immunization requirement with their physician. *Please note:* You will not be allowed to attend class and may be withdrawn from the University unless these forms are on file with Health Services. Additionally, before you can be fully enrolled, you must mail in a copy of your FINAL transcript to confirm your graduation.	*Contact Info*	Deadline/Notes
☐	**Sign Up for Orientation** Sign up for First-Year Orientation. Email will be sent out in May to register for the sessions.	*Contact Info*	Deadline/Notes
☐	**Register for Classes** To register for fall classes, visit: https://www.scps.virginia.edu/class-registration	*Contact Info*	Deadline/Notes
☐	**Follow-Up on Individual Education Plan** If you have a disability and think you require some type of accommodation, please visit: https://accessibility.virginia.edu/.	*Contact Info*	Deadline/Notes

HOUSING FORMS

COLLEGE ENROLLMENT CHECKLIST

University of Virginia

☐	**Submit Housing Forms** If you submitted your commitment deposit, you will receive a notification to submit housing forms. Visit: https://housing.virginia.edu/	*Contact Info*	Deadline/Notes Submit agreement by **May 1st.**

FIRST DAY OF CLASS

☐	**Confirm First Day of Class** Take a look at the academic calendar to determine important dates. https://registrar.virginia.edu/calendar/academic	*Contact Info*	Deadline/Notes

SPONSORS:

COLLEGE BOUND INITIATIVE