# UVA Engineering New Graduate Student Checklist

## BEFORE YOU ARRIVE:

- Put the UVA Engineering New Student Orientation and Welcome Reception on your calendar: August 23rd from 1-4 pm.

- Plan to attend an opening convocation for all new UVA graduate students and their families on August 25 at noon on the Lawn. Our new provost will be speaking with reception to follow in the Amphitheater.

- Review your admissions checklist in Slate and be sure all official test scores and transcripts have been received.
  - Transcripts can be mailed to: ATTN: Graduate School of Engineering & Applied Science Room 209B 1001 Emmet Street North Charlottesville, VA 22903

- Activate your UVA email address. This is the official means of communication at UVA. You received an email after you accepted your offer which contained your UVA computing ID and instructions to set up your account.

- Submit your pre-entrance health form and immunization information (doctor’s signature is required).

- Check out your housing options.

- Pay all tuition and fees unless you are a PhD student receiving full departmental funding. Check with your Graduate Coordinator if you have questions.

- Register for courses (opened on July 1)
  - Speak to your Advisor and consult departmental handbooks for core courses and guidance on which courses to enroll in.

- Register with Student Disability Access Center if needed.
  - To request academic and/or housing accommodations based on a disability or medical condition, register with the Student Disability Access Center (SDAC) as soon as possible. To register, go to the SDAC website, scroll down, click on the “apply for services” button, and complete the online form.
  - Questions? Contact the Student Disability Access Center at 434.243.5180 or sdac@virginia.edu.

- Sign the UVA Patent Agreement
  - Any person who may be engaged in University Research is required to execute the University’s Patent Agreement and Assignment. You must have activated your email and signed up for Netbadge to complete Patent Agreement.

**For International Students:**

- Complete all immigration documents for your I-20.

- Refer to the ISO Newly Admitted Students webpage and complete checklist.

- Complete International Student Online Orientation.

- Register to take UVELPE test if you were required to send in TOEFL scores by emailing caelc@virginia.edu

## AFTER YOU ARRIVE:

- Check in with your Graduate Coordinator
  - Contact information can be found here under the “Graduate Program Contacts” tab.

- Get your UVA student ID card.

- Get your parking permit if needed.

- Get your required student health insurance or complete your Hard Waiver.

- Become familiar with the UVA Honors Committee and the University Judiciary Committee.

- Get to know your way around the School of Engineering with this map.
- Sign up for UVA Alerts.
- See Joan Wicks, UVA Engineering Graduate Student Financial Coordinator, to complete your payroll if you are receiving any departmental funding (Thornton Hall, Room A-206) within 3 days of arriving on Grounds.
- Classes begin Tuesday, August 27.
- Familiarize yourself with the University Transit Bus System that is free to ride and download the app so you can access bus routes and schedules from your phone.

**For International Students:**
- Check in with the International Studies Office (ISO).
- Attend the ISO Orientation on Aug 20 from 10-noon in Wilson Hall, room 402.
- Take the UVELPE test on August 24, if you were required to provide TOEFL or IELTS scores.
- Be aware of International Student Immunization Clinic.

**EXPLORE MORE:**

- Explore the UVA Engineering Current Graduate Students website.
  - Find resources listed under the tabs “UVA Engineering Student Services” & “UVA Student Services.”
  - Information on academic & financial resources, degree requirements, forms, assessments, and graduation procedures.
  - Check out your Graduate Engineering Student Council and other student organizations.
  - Familiarize yourself with student support services for your academic and mental wellness.
- Explore the UVA Engineering Office of Diversity & Engagement.
  - Learn about the vision and resources being offered by the Office for Diversity & Engagement and the Center for Diversity in Engineering.
- Check out the professional development resources available to UVA Engineering students.
  - Professional development offerings available to all graduate students to help you develop the skills needed to succeed in a global marketplace.
- Check out the Center for Engineering Career Development (CECD).
  - Learn how the CECD helps engineering students achieve their career aspirations through advising, events, and resources.
  - Explore Handshake to access UVA career events and resources, employer connections, and job and internship postings.
- Check out the Graduate Writing Lab (GWL).
  - Explore the individual, group and event-based offerings to help you become a skilled communicator.
  - Check out the variety of online resources for writing, presenting and posters.
  - Sign up for the GWL Slack for direct access and the latest announcements.
- Check out the PhD Plus professional development opportunities for masters and doctoral students.
  - The PhD Plus Foundation Series is designed for first-year graduate students as a guide to successfully cultivate and navigate your best graduate experience. New offerings in this series will be added throughout the semester.
- Discover funding opportunities for PhD and MS students.
  - Explore these databased of funding opportunities based on your research interests, nationality, etc.
- Explore the services provided by the UVA Library.
  - They are here to help you with your research, teaching and publishing.