



COLLEGE ENROLLMENT CHECKLIST

Hunter College

This checklist will provide you with all the steps you'll need to take in order 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 for important information about your enrollment.

Hunter College Resources

Check out Hunter's Guide for Admitted Students: <http://www.hunter.cuny.edu/admissions/admissions-information/freshmen-1/admitted-students>

ADMISSIONS AND COMMITMENT FEE

<input type="checkbox"/> Confirm Admissions You will receive notification of admissions four to six weeks after you submit your application (after February 1st). Contact the Admissions Office with any questions.	Contact Info Admissions Office 212.772.4490 admissions@hunter.cuny.edu	Deadline/Notes
<input type="checkbox"/> Commitment Fee/Deposit Once you are admitted, you are given your login information via email for your MyChoice page where will take the next steps in enrolling. Here you will be able to: <ul style="list-style-type: none">• View your admission letter• Commit to attending Hunter• Complete steps to pay your deposit <p>You received your log in to your MyChoice account in your acceptance email. If you need help logging in, please contact your admissions counselor.</p>	Contact Info Admissions Office 212.772.4490 admissions@hunter.cuny.edu	Deadline/Notes
<input type="checkbox"/> Set Up Email Visit http://www.hunter.cuny.edu/it-services/newstudentemail for information about your college email account. Check your email account daily since important information will be communicated.	Contact Info Student Helpdesk 212-650-3624 studenthelpdesk@hunter.cuny.edu	Deadline/Notes

TESTING

<input type="checkbox"/> Take Placement Exams Shortly after you receive an admissions letter, you should receive a letter for testing. It is important that you take the CUNY Assessment Tests as soon as possible. For more information on these tests, see http://www2.cuny.edu/academics/testing/	Contact Info Hunter College Testing Center 212.772.4868 testing@hunter.cuny.edu	Deadline/Notes
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<input type="checkbox"/> Review Test Scores and Enroll in Summer Workshops (if necessary) If you do not pass any sections of the Assessment Tests, contact the Testing Center information about summer workshops.	Contact Info Hunter College Testing Center 212.772.4868 testing@hunter.cuny.edu	Deadline/Notes
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SPECIAL OPPORTUNITY PROGRAMS

<input type="checkbox"/> Submit Forms and Attend Orientation/ Summer Programs If you were accepted through the SEEK program, you may receive emails or letters requiring you to provide additional documents. If you were accepted into SEEK and have not heard from them yet, you should call them to make sure that you do not need to provide any additional information. SEEK students need to attend a mandatory summer program. See http://www.hunter.cuny.edu/seek for more information.	Contact Info SEEK Program 212.772.5725 SEEK@hunter.cuny.edu	Deadline/Notes
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FINANCIAL AID

<input type="checkbox"/> Accept Financial Aid/ Set Up Payment Plan If you have loans or additional scholarships, you may need to accept your financial aid package online. See http://www.hunter.cuny.edu/onestop/finances/financial-aid for additional information. If you are not sure if you need to accept financial aid, or if you believe that there is a mistake with your financial aid, go to the Office of Financial Aid as soon as possible.	Contact Info Office of Financial Aid 212.772.4820	Deadline/Notes
<input type="checkbox"/> 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 www.studentloans.gov .	Contact Info Office of Financial Aid 212.772.4820	Deadline/Notes
<input type="checkbox"/> Check for Verification Hunter may email you a verification form to verify the information from your FAFSA. This means that you won't receive your financial aid until you provide additional documents. 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 .	Contact Info Office of Financial Aid 212.772.4820	Deadline/Notes



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<input type="checkbox"/> Complete Residency Form In order to qualify for in-state tuition, you need to complete a residency form. See http://www.hunter.cuny.edu/onestop/repository/files/registrar/residencyapplication_reg.pdf for more information.	<i>Contact Info</i>	Deadline/Notes
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ORIENTATION/ CLASS REGISTRATION

<input type="checkbox"/> Submit Immunization Records and High School Diploma Obtain clearance from the college nurse by submitting a record of immunization to Measles, Mumps and Rubella: http://www.hunter.cuny.edu/cws/healthservices . Check with the Admissions Office to see if you need to submit your final transcript.	<i>Contact Info</i> Admissions Office 212.772.4490 admissions@hunter.cuny.edu	Deadline/Notes
<input type="checkbox"/> Sign Up for Orientation There is a mandatory orientation for new students.	<i>Contact Info</i> Office of Advising Services— Freshman Advising and Orientation 212.772.4882 fao@hunter.cuny.edu	Deadline/Notes
<input type="checkbox"/> Register for Classes You will be assigned to an advisor who will assist you in your transition to college life. For more information about your advisor, visit http://www.hunter.cuny.edu/myhunter . If you have issues accessing your MyHunter page, or if you do not see an advisor listed, send an email to the Freshman Advising Team.	<i>Contact Info</i> Freshman Advising Team fao@hunter.cuny.edu	Deadline/Notes
<input type="checkbox"/> Follow-Up on Individual Education Plan If you had an individualized education plan (IEP) in high school, you should schedule an appointment with the Office of AccessABILITY to determine what supports are available at Hunter College. See http://www.hunter.cuny.edu/access	<i>Contact Info</i> Office of AccessABILITY 212.772.4857 AccessABILITY@hunter.cuny.edu	Deadline/Notes

FIRST DAY OF CLASS

<input type="checkbox"/> Confirm First Day of Class Take a look at the academic calendar to determine when your first day of class is: http://www.hunter.cuny.edu/onestop/repository/files/registrar/Fall2018Calendar.pdf	<i>Contact Info</i>	Deadline/Notes
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HOUSING FORMS

<input type="checkbox"/>	Housing Deposit and Application Before you can get your dorm assignment, you may need to complete a housing deposit (often paid when the tuition deposit is due) and a housing questionnaire. See http://www.hunter.cuny.edu/livingathunter for more information.	Contact Info Residence Life Program 212.481.4310 living@hunter.cuny.edu	Deadline/Notes
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SPONSORS:

BOTTOM LINE	COLLEGE BOUND INITIATIVE	COLLEGE NOW
GODDARD RIVERSIDE COMMUNITY CENTER	GRADUATE NYC!	IMENTOR
LINCT FOR SUCCESS	NEW SETTLEMENT APARTMENTS	THE URBAN ASSEMBLY