# New First-Year Student Checklist

**EMORY COLLEGE - FALL 2019**

## MAY PAGE 2
- **15** Review Technology Requirements
- **31** Housing Application Due

## JUNE PAGE 2
- **20** Student Profile Due (Opens June 1)

## JULY PAGE 3
- **1** Deadline for EmoryCard Photo Submission and Required Student Health Services Forms
- **8** Emory Essentials 1 due, begin scheduling Pre-Registration Advisor Appointment
- **15** Submit Final High School transcript to Office of Undergraduate Admission
- **29** Begin Sexual Assault Prevention for Undergraduates (SAP-U) and AlcoholEDU

## AUGUST PAGES 4 - 5
- **1** Complete FERPA Consent Form
- **7** Submit AP/IB/Previous College Credit, Emory Essentials 2 due, last day for Pre-Registration Advisor appointments
- **12-16** Course Registration
- **19** Fall Bill Due
- **20** Pre-Orientation Programs Move-In
- **23** Emory Essentials 3, SAP-U, and AlcoholEDU Due
- **24** Move-In and New Student Orientation Begins
  - **24-27** New Student Orientation
  - **28** First Day of Classes

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### CHECKLIST OVERVIEW + MONTHLY BREAKDOWN

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- **ACADEMIC**
- **HOUSING + MOVE-IN**
- **TECHNOLOGY**
- **FINANCIAL**
- **HEALTH**
- **ADDITIONAL**
**TECHNOLOGY REQUIREMENTS**

**MAY 15**  
**Know Your NetID and Password**  
You received an email from the Office of Admission with your NetID and instructions on retrieving your password. Your NetID will be your log-in for many Emory systems.

**MAY 15**  
**Update OPUS with Personal and Family Emails**  
In your OPUS Account, click on the “Profile” tile. Under “Email and Phone Numbers”, the “home” address should be an account that is active over the summer. Please update any school-related addresses as many high school email accounts expire after graduation. Under "Parent/Guardian Addresses," please confirm the information listed is accurate. If needed, add additional addresses by clicking the "+" symbol in the top left corner.

→ **LAUNCH OPUS**

**MAY 15**  
**Log-in to Emory Email**  
Your Emory email account 'alias' is made up of your first and last name in OPUS (for example, claire.dooley@emory.edu). Once you arrive on campus you will have the ability to change your alias. Your alias is separate from your NetID (the combination of letters and numbers that is used to log-in to many Emory systems, for example, CDOOLEY18), which cannot be changed.

→ **LAUNCH EMORY EMAIL**

**MAY 15**  
**Set-Up Duo**  
DUO is an authentication system Emory uses to enhance security by prompting you to confirm your identity after logging into certain Emory systems. We recommend downloading the DUO app available in the App Store or Google Play store.

→ **LEARN MORE ABOUT DUO**

**HOUSING + MOVE-IN**

**MAY 31**  
**Complete Housing Application**  
Access through your ‘MyHousing’ portal (Housing and Dining online services).

→ **LAUNCH MYHOUSING**

**JUNE**

**ACADEMIC REQUIREMENTS + ORIENTATION**

**START JUNE 1**  
**Review Reference Pages and Begin Emory Essentials 1**  
→ **LAUNCH CANVAS**

**JUNE 20**  
**Complete Student Profile**  
Available beginning June 1 as a part of Emory Essentials.

→ **LAUNCH EMORY EMAIL**
**JULY**

### ACADEMIC REQUIREMENTS + ORIENTATION

**JULY 8**

**Complete Emory Essentials 1: Welcome to the College**

Emory Essentials 1 opened on June 1

→ LAUNCH CANVAS

**JULY 15 - AUG. 7**

**Schedule your Pre-Registration Advisor Appointment**

You will receive a message from your Pre-Registration Advisor in early July with directions for scheduling your time. Emory Essentials 2 should be completed by the time of your appointment.

→ LAUNCH EMORY EMAIL

**JULY 15**

**Submit Final High School Transcript and Complete Steps for AP/IB/Other Exam Scores and Previous College Credit**

→ LAUNCH OFFICE OF UNDERGRADUATE EDUCATION RESOURCES (SCROLL DOWN TO CREDIT TRANSFER, REVIEW APPROPRIATE INSTRUCTIONS)

### ADDITIONAL TASKS

**Looking Ahead to Emory Essentials:**
- July 8, begin Emory Essentials 2: Registration Preparation.
- July 22, begin Emory Essentials 3: Final Steps, Preparing for Orientation.

→ LAUNCH CANVAS

**If you are considering enrolling in CHEM 150:**
- complete the Emory College Chemistry Prep (ECCP).
- Available June 1 and must be completed by September 5.

→ LAUNCH ECCP WEBSITE

**Complete any necessary placement exams.**

→ LAUNCH CANVAS

### HOUSING + MOVE-IN

**JULY 1**

**Deadline to submit your EmoryCard Photo**

Your EmoryCard is essential to accessing your residence hall, meal plan, and other on-campus necessities.

→ LAUNCH EMORYCARD WEBSITE

**EARLY JULY**

**Check Housing Assignment**

→ LAUNCH MYHOUSING SITE

### HEALTH REQUIREMENTS

**JULY 1**

**Submit Health Forms and Immunization Records**

Step-by-step outlines are available on the Student Health website. Using the required form, upload your signed immunization records via the Student Health Patient Portal (link below), or scan/email to Immunizations-SHS@emory.edu, or fax to 404-727-5349.

→ LAUNCH STUDENT HEALTH PATIENT PORTAL

**JULY 1**

**Submit Health Insurance Waiver**

All students must have health insurance and are automatically enrolled in the Emory plan. Complete the Health Insurance waiver process by August 28, 2019 if you want to use your own health insurance plan at Emory.

→ LAUNCH STUDENT HEALTH SERVICES WEBSITE
AUGUST

ACADEMIC REQUIREMENTS + ORIENTATION

AUG. 1  Complete FERPA Consent Form
Indicate whether you DO or DO NOT give consent to your
parent(s) or guardian(s) to access to your academic records. Go to
the link provided and scroll down to “FERPA”. Click the link that
appears from the dropdown and complete the form.
→ LAUNCH OUE RESOURCES WEBSITE

AUG. 7  Submit AP/IB/Other Exam Credit
Scores received by August 7 will be posted by August 12 in time
for your first enrollment appointment.

AUG. 7  Complete Emory Essentials 2: Registration Preparation
(Opens July 8)
Emory Essentials 2 should be completed before your Pre-
Registration Advisor appointment. Student attending in-person
advising sessions in China and Korea may complete their
appointment prior to finishing Emory Essentials.
→ LAUNCH CANVAS

AUG. 7  Last Day of Pre-Registration Advisor Appointments

AUG. 12 - 16  Register Online for Fall Academic Courses
→ LAUNCH OPUS

AUG. 23  Complete Emory Essentials 3: Final Steps, Preparing
for Orientation (Opens July 22)
Emory Essentials 3 is the last module within Emory Essentials,
which will help you prepare for Orientation.
→ LAUNCH CANVAS

AUG. 23  Complete Sexual Assault Prevention for
Undergraduates (SAP-U) and AlcoholEDU
(Opens July 29)
Both will be completed separately and individual log-in
instructions are available on Canvas within Emory Essentials.
→ LAUNCH CANVAS

AUGUST CHECKLIST ITEMS CONTINUED ON THE NEXT PAGE

ADDITIONAL TASKS

If you are considering enrolling
in CHEM 150: complete the Emory College Chemistry
Prep (ECCP). Available June
1 and must be completed by
September 5.
→ LAUNCH ECCP WEBSITE

Complete any necessary placement exams. Go to Reference Pages for more individual language information.
→ LAUNCH CANVAS

Register with Office of Accessibility Services if needed.
→ LAUNCH OAS WEBSITE
AUGUST (CONTINUED)

HOUSING + MOVE-IN

EARLY AUGUST

Check Housing Move-in Time
Students will be assigned a move-in time to help manage traffic to campus. Students attending Pre-Orientation programs (including International Student Welcome) will receive instructions during the summer.

→ LAUNCH MYHOUSING SITE

AUG. 24

Move-In
Please note: Students participating in Pre-Orientation Programs including International Student Welcome will move-in on August 20. More information will be available via Summer Email Communication.

FINANCIAL REQUIREMENTS

AUGUST 19

Pay Fall Bill
Fall Bills will be posted to the student OPUS account in early July.

→ LAUNCH OPUS

ACADEMIC YEAR IMPORTANT DATES

SEPTEMBER 2019

2 Labor Day (no classes, residence halls remain open)

OCTOBER 2019

14-15 Fall Break (no classes, residence halls remain open)
25-27 Family Weekend

NOVEMBER 2019

27-29 Thanksgiving Break (no classes, residence halls remain open)

DECEMBER 2019

11-21 Final Exams (students must vacate room 24 hours after their last exam but can leave belongings in their rooms)
22 Residence halls will close for all students (except Clairmont Campus)

JANUARY 2020

12 Residence halls reopen for first-year students
14 First Day of Class for Spring Semester

MARCH 2020

9-13 Spring Break (no classes, residence halls remain open)

APRIL 2020

28 Final Exams (continued through May 8)

MAY 2020

9 Residence halls close for first-year students. All students must move out all belongings.