Congratulations on your acceptance to Southern Connecticut State University!

This sheet provides you with information and resources to assist you as you continue your collegiate journey at Southern. For more detailed information, please use the numbers listed at right to contact a specific office/resource.

Finalize Your Admission
ACCEPT THE OFFER OF ADMISSION

Finance Your Education
COSTS • FINANCIAL AID • PAYMENT DEADLINES

Plan Your Academic Future
ORIENTATION • ADVISEMENT AND REGISTRATION

Get and Stay Connected
MySCSU • WEB SERVICES • SCSU EMAIL ACCOUNT

Join the Southern Community
HOUSING • HEALTH INFO • RULES TO LIVE BY

SOUTHERN ALERT
SouthernAlert is Southern Connecticut State University’s emergency notification system, conveying important information to the campus community in the event of an emergency event, criminal activity, weather-related closing/delay/early dismissal, or other potentially hazardous situations. This system is designed to provide concise and timely notifications via text messaging, voice mail, and email. SouthernAlert may be used in conjunction with other, more traditional means of communication. For more information, visit SouthernCT.edu/southernalert.

ACCESS SERVICES TO THE DISABILITY RESOURCE CENTER (DRC)
If you believe you are eligible for support from the Disability Resource Center, call (203) 392-6828 to set up an intake appointment. For more information, including documentation guidelines, please visit SouthernCT.edu/drc.

Southern Connecticut State University
SCSU SCHOOL OF GRADUATE AND PROFESSIONAL STUDIES
SouthernCT.edu/grad

IMPORTANT PHONE NUMBERS
Barnes & Noble Bookstore
Adanti Student Center
(203) 392-5270

Office of Career Services & Professional Development
Buley Library 328
(203) 392-8967

Dean of Student Affairs
Engleman Hall A 106
(203) 392-5955

Disability Resource Center
Engleman Hall C 105
(203) 392-6828

Financial Aid and Scholarships
Wintergreen Building 117
(203) 392-5222

Health Services
Granoff Hall
(203) 392-6300

Multicultural Affairs
Adanti Student Center 234 A
(203) 392-5888

Office of Diversity and Equity
Buley Library 204
(203) 392-5491

Office of Student Involvement and Leadership Development
Adanti Student Center 213
(203) 392-5782

Residence Life
Schwartz Hall
(203) 392-5870

SAGE (Sexuality and Gender Equality) Center
(203) 392-8989
Adanti Student Center 324

School of Graduate and Professional Studies
Buley Library 444-448
(203) 392-5240
Wintergreen Building 105
(203) 392-9780

Southern Telephone Operator
(203) 392-5200

Student Accounts Office
Wintergreen Building
(203) 392-6140

Student Financial Literacy & Advising
Wintergreen Building 108 E
(203) 392-8862

Technology Help Desk
Buley Library, main floor
(203) 392-5123

University Police
(203) 392-5375
The Uniform Campus Crime and Safety Report can be accessed at SouthernCT.edu/universitypolice/campuscrimereport

Veterans Affairs
Engleman Hall A 014
(203) 392-6822
AS YOU COMPLETE EACH STEP, KEEP THIS RECORD BY CHECKING THE BOX AND FILLING IN THE DATE

1. **Accept Admission**
   All admitted students must accept their offer of admission to the university.
   □ DATE COMPLETED ___________________________

2. **Login to Your SCSU Email Account**
   Your username is your full email address and your password is initially set as “SCSU!” (must be all caps) plus your six-digit birthdate (MMDDYY). For example, if your birthday is March 4, 1980 then you would enter SCSU030480 as your password. Once you have signed in, you will be prompted to enter personal verification information that can be used to reset your password.
   □ DATE COMPLETED ___________________________

3. **Contact Your Program Coordinator**
   The program coordinator for the program you are pursuing will be your point of contact for program advisement and course selection.
   □ DATE COMPLETED ___________________________

4. **Register for Courses**
   - Log into your MYSCSU
   - Select Banner Web
   - Go to the Student Tab
   - Click Registration
   - Select the Term
   - Click on Add/Drop/Withdrawal from Classes
   - If you know the Course Reference Number (CRN) of the classes, you may enter it directly on the worksheet. You may also use the Class Search feature to find the classes and add it to the worksheet.
   - After all classes are added to the worksheet, click submit changes to complete registration.
   □ DATE COMPLETED ___________________________

5. **Submit the Required Health Information**
   The State of Connecticut requires that:
   1) all new full or part-time SCSU students who were born after December 31, 1956 provide proof of all required immunization against Measles (Rubeola), Mumps and German Measles (Rubells), Varicella and that
   2) all students who live on campus provide proof of immunization against Meningitis within 5 years of enrollment.
   Documentation can be sent directly to the Health and Wellness Center at SouthernCT.edu/health-services
   □ DATE COMPLETED ___________________________

6. **Get Your Parking Permit**
   All vehicles operated or parked on campus at any time must properly display an SCSU parking decal. Vehicle owners and operators must register their vehicles and obtain a parking pass at the University Police Department.
   □ DATE COMPLETED ___________________________

7. **Get Your Hoot Loot Card**
   To get your SCSU Hoot Loot ID Card, visit the University Card Office in the Wintergreen Building. You will need a photo ID and proof of current enrollment (for students) or proof of employment (a letter from your on-campus supervisor for employees). Hats and sunglasses are prohibited in the photo IDs.
   □ DATE COMPLETED ___________________________

8. **Inside Southern**
   You may also visit the Inside Southern webpage at SouthernCT.edu/inside-southern. It lists an abundance of resources to help guide you throughout your graduate student experience.
   □ DATE COMPLETED ___________________________