

# ADMITTED STUDENT CHECKLIST

Now that you have been admitted, please keep all relevant paperwork in this folder and review the important steps towards enrollment that must be completed in the checklist below. Further information on these items is available to you on the Accepted Students section of our website at [www.sgu.edu](http://www.sgu.edu)

## ACCEPT OR DECLINE YOUR OFFER OF ADMISSION

You must submit the deposit and signed Acknowledgement of Admission form by the date noted on your schedule of payments in order to reserve your seat in the class. Submission of your deposit initiates the enrollment process and facilitates access to your student accounts.

## ADMISSION NOTIFICATION

If your postal address, telephone number or e-mail address of record change at any time during the admission process, it is imperative that you notify your admission counselor so that important documentation is not lost or mistakenly sent to the wrong place. Please make an effort to help us make this process as easy and efficient as possible for both you and the University staff.

## SGU E-MAIL & ACCESS TO STUDENT SELF-SERVICE

When we receive the deposit to reserve your seat in the class, an SGU e-mail account will be created and you will be given access to "My SGU" in the SGU Member's Center and to your Student Self-Service account. Access to both accounts is vital for receiving important University communications, preparing for registration and viewing your bill and financial aid awards. You will receive a notice with instructions on how to access these accounts to your e-mail address of record within two weeks of receipt of your admission deposit.

## FINANCIAL AID & SCHOLARSHIPS

Please review the financing options for your program and follow the instructions for making timely applications. Please let your Financial Aid Counselor know if you will not be seeking financial assistance so that you do not continue to receive missing requirement e-mails.

## HOUSING

Entering student housing forms are available on our website as of October 1 for the January class and May 1 for the August class. After accepting your offer of admission, please submit the completed housing form for your program as soon as possible. Housing forms will only be processed for students who have accepted the offer of admission and submitted the deposit payment.

## FINAL CREDENTIALS

Enrolling students must submit their final official transcripts from all institutions attended (including graduation date) as well as official test results for any standardized examination required for admission.

## HEALTH HISTORY

All entering students must submit completed health forms, available on the website, prior to registration check-in.

## HEALTH INSURANCE

It is mandatory that all SGU students maintain continuous and adequate health insurance. Entering students are required to electronically enroll in or waive the SGU sponsored student health insurance plan through the website provided to them in the SGU member's Center. All plan information and instructional information is posted in the SGU Member's Center of the website under Health Insurance.

## TRAVEL

Investigate your options and make your travel arrangements early. Students who will require a transit visa to travel through another country en route to Grenada should request a visa support letter from their Admission Counselor upon submission of the deposit payment.

## COMPUTER READINESS

The University has moved to a computerized examination process and all School of Medicine, School of Veterinary Medicine, and Graduate Studies students will be expected to have notebook computers in order to sit examinations. Your notebook needs to conform to the minimum standards as posted on the University's website at Computing at SGU and should be registered to access the campus network before you arrive in Grenada.

## ORIENTATION

If time and location permits, entering students are encouraged to attend one of our Pre-Orientation Welcome Sessions held in Los Angeles, New York, Toronto, or Trinidad the month prior to the start of term.

All entering students should plan to arrive in time to participate fully in the mandatory on-campus Orientation Program commencing the Wednesday (Grenada) or the Monday (UK) before the start of classes. Details regarding event times and locations are posted on our website at least one week prior to the start of orientation.

## SPEAK WITH AN SGU STUDENT

US/Canada Toll-Free: 1 (800) 899-6337 ext. 9 1280  
UK Freephone: 0800 1699061 ext. 9 1280  
Worldwide: +1 (631) 665-8500 ext. 9 1280

## PHYSICAL/LEARNING DISABILITY

If you have a physical or learning disability for which you may seek special consideration during matriculation at St. George's University, you must provide appropriate documentation of this condition to the Office of Admission at least six weeks prior to the first day of classes in order to allow adequate time to make the necessary accommodation arrangements.

