

New Student Checklist

Congratulations on your admission!
In order to successfully register and enroll, follow the steps listed below.

1. If You Haven't Already...

- Set up your student email to receive time-sensitive information. For more information, visit uwc.edu/students/new-students/access.
- Activate your PRISM account. Your PRISM account is used to access your financial aid, register for classes and to pay tuition. For more information, visit uwc.edu/account-access. You will need your student ID number.
- If you are a current high school student, your acceptance is contingent upon successful completion of your senior year. After graduation, you must submit a final high school transcript to **UW Colleges Admissions Office, 780 Regent Street, Madison, WI 53715**. Students with college courses in progress must also send an official final transcript after coursework is completed.
- Apply for financial aid with the Free Application for Federal Student Aid (FAFSA) at fafsa.gov. The UW Colleges school code is **003897** regardless of what campus you are attending. **Application available October 1.**
- Optional:* If you will be living in on-campus housing, complete the contract and return it with the housing deposit.

2. Take Your Placement Exams

- Specific instructions for testing dates and requirements will be sent to your campus email. You can register for placement testing dates through that email. Please plan to take your placement tests on campus at least two weeks before your Advising & Registration (A&R) date, or before meeting with your advisor (transfer students). Visit uwc.edu/placement for more information.
Fall Semester: February; Spring Semester: November
- If you have taken AP, IB, CLEP, or any college coursework during high school, please have your official score report or official transcripts sent to **UW Colleges Admissions Office, 780 Regent Street, Madison, WI 53715**.

3. Register for Classes

- Register for your Advising & Registration (A&R) session. Information will be sent to your campus email with available dates.
- Attend your A&R session and work with advisors to schedule classes according to your degree requirements.
Fall Semester: May–August; Spring Semester: November–January

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4. Pay for College

- Accept or decline your Financial Aid Award offer. Your award will be listed in your PRISM account, under Finances Accept/Decline. For more information, see uwc.edu/finaid.
- Search for scholarships. You can apply for scholarships at your campus each semester. Visit your campus website and search "scholarships."

5. Attend New Student Orientation

- An email will be sent to your campus account with time, date and registration information. Attendance is required of all new students.
Fall Semester: Late August; Spring Semester: January

6. Start Your Semester

- Get your UCard, the official UW Colleges ID, and pick up your text books. For more information on how to receive your UCard, visit uwc.edu/students/ucard.
- Attend the first day of all of your classes. If you do not attend class, you will be dropped from the class.
- Pay your tuition or set up a payment plan by the 10th day of classes. Your tuition is only viewable in PRISM. For more important dates, visit uwc.edu/important-dates.

Notes:

For more information:



uwc.edu/students/new-students



1-888-INFO-UWC



UWCsolutionCenter@uwc.edu



The freshman/sophomore UW campuses