

Transfer Student Checklist

TODAY, Before You Leave:

- Activate Your Illinois State E-mail Address.** Illinois State faculty, staff, and students will communicate with you via Illinois State University email. Remember to check your Illinois State University e-mail on a regular basis. Email may be accessed via iCampus at www.icampus.ilstu.edu. You need your University Logon ID (ULID) and password to access both your iCampus Portal.
- Get Your Student I.D.** Get your Redbird Card from the Redbird Card Office, 2nd Floor, Bone Student Center.
- Check Out.** Complete the Transfer Day check out process outside of the Redbird Card Office, 2nd floor, Bone Student Center.
- Preorder Your Books.** Books may be preordered from the Barnes & Noble College Bookstore or The Alamo II to ensure availability. Book information may be accessed using iCampus at www.icampus.ilstu.edu.

BEFORE You Arrive For Your First Semester: Finalize Your Enrollment and Avoid a Registration Block!

- Submit Your Final Transcripts.** Final transcripts from all previously attended colleges/universities must be on file with the Office of Admissions as soon as possible. If you earn an Associate's Degree, it must be posted on your final transcript. For questions about transfer course credit contact Evaluation Services, (309) 438-2282, Moulton Hall 106.
- Submit Your Health History Report.** File your Health History Report with Student Health Services as soon as possible. For more information, or to learn if your **immunization** and other **health records** are complete, contact them at (309) 438-8560 or visit their Website at www.shs.ilstu.edu.

DURING Your First Semester:

- Passages Welcome Weekend.** Arrive to campus the Wednesday before classes begin to partake in Passages programs and activities for all new students. Passages encourages student interaction, university involvement and focuses on connecting you to Illinois State University.
- Update Your Local Address and Phone Number.** If you are not living in the residence halls, be sure the Office of the University Registrar has your local address and phone number. Make updates via the iCampus portal or in person at the Student Service and Referral Center, Moulton Hall 107.
- Inquire About An Insurance Refund.** Student insurance is automatically included with tuition and fees when you register for at least 9 credit hours (6 credit hours in the summer). This plan coordinates with family policies for up to 100% reimbursement of covered medical expenses. Benefits are payable anywhere in the world to a \$1 million maximum. This plan can be cancelled by presenting evidence of other insurance and completing a waiver form in the Student Insurance Office, 230 Student Services Building, by the 15th calendar day of the semester (8th calendar day during the summer). For more information, visit them on the Web at www.shs.ilstu.edu/insurance or call (309)438-2515 and they will be happy to assist you.
- Bring a Computer to Campus.** For computer solutions visit Tech Zone on the 2nd floor of the Bone Student Center or the Help Desk in Julian Hall 115 for your technology needs. See <http://www.helpdesk.ilstu.edu/> for more details.
- Meet With Your Advisor.** Call (309) 438-7604 and make your appointment well in advance of registration each semester (early September and early February).
- Math Placement.** Ask your academic advisor if you will need to take the Compass math placement test. If so, you should contact the University College Testing Services, (309) 438-2100, Fell Hall 346, to schedule an appointment for the test.
- Basic Skills Test for Teacher Education.** If your major is teacher education, complete the State of Illinois Basic Skills Test as soon as possible. Visit www.icts.nesinc.com or contact the Teacher Education Center, DeGarmo Hall 56, (309) 438-5416 for more information.