


REGISTER YOUR VEHICLE  [my.ciu.edu>Campus Life>Home>Vehicle Registration](http://my.ciu.edu/CampusLife/Home/VehicleRegistration)

- Parking decals can be picked up at the Security Office when you move in/check in.

 Contact Security | 803.807.5555

TEXTBOOKS

- Textbook rentals are included in the cost of tuition and are automatically ordered after you register for classes.


- Physical Textbooks will be in your room at move in.

- Digital Textbooks  [ciu.slingshotedu.com>Login](http://ciu.slingshotedu.com/Login)

- User Name = Your CIU email | Password = Student ID

- Commuters can pick up books at the bookstore.

 Contact Slingshot|support@slingshotedu.com|888.392.2930

MOVE IN (Resident Athletes)  ciu.edu/resident

- New Student Move-In is Friday, January 10 at 9:00 AM in the Student Center.


CHECK IN (Commuter Athletes)  ciu.edu/commuter

- New Commuter Check-In is Friday, January 10 at 11:30 AM in the Student Center.

START CLASSES MONDAY, JANUARY 13!  ciu.campusapp.com

- CIU App - Download from the App Store or Google Play for up-to-date campus information.

- CIU Alert - Students are automatically registered for our campus emergency notification service.

- Parents & Guardians can be added by signing into  ciu.omnilert.net



DEPARTMENT

CIU CONTACTS



PHONE



EMAIL

Academic Success Center

(803) 807-5611

academicsuccess@ciu.edu

Accounting

(803) 807-5016

ciuaccounting@ciu.edu

Admissions

(803) 807-5024

admissions@ciu.edu

Athletics

(803) 807-5004

rebecka.vessey@ciu.edu

Bookstore

(888) 392-2930

support@slingshotedu.com

Career Services

(803) 807-5488

careerservices@ciu.edu

Dining Hall

(803) 807-5280

hallmarkdining@ciu.edu

Financial Aid

(803) 807-5036

finaid@ciu.edu

Health Services

(803) 807-5056

sally.kennedy@ciu.edu

IT Support

(803) 807-5199

helpdesk@ciu.edu

Library

(803) 807-5019

ask@ciu.libanswers.com

Residence Life

(803) 807-5130

reslife@ciu.edu

Security

(803) 807-5555

security@ciu.edu

Student Life

(803) 807-5130

studentlife@ciu.edu



New Student Checklist - ATHLETE

SPRING 25

Congratulations on being accepted to Columbia International University!

This checklist is designed to help you become RAM READY!

Sections are divided into MONTHS when items can be worked on.

If you are accepted near the end of the year, just follow the steps in order.

SECURE YOUR SPOT!  ciu.edu/deposit

- Submit \$100 Enrollment Deposit

- Submit \$100 Housing Deposit (Resident Students only)

COMPLETE FAFSA (Free Application for Federal Student Aid)  studentaid.gov

- CIU FAFSA code: 003429

- You may need help from your parent/guardian due to the specific tax/financial questions.


- This is how federal, state and institutional aid is awarded from CIU.

 Contact Admissions | admissions@ciu.edu | 803.807.5024

LOGIN TO MyCIU (Student Portal)  my.ciu.edu

- Your login/password and Student ID# were sent to your personal email upon acceptance.

- This will be your go-to place to find information about housing, financial aid, your bill, etc.

 Contact Admissions | admissions@ciu.edu | 803.807.5024


REGISTER WITH NAIA TO DETERMINE ELIGIBILITY  play.mynaia.org

- Create your Student Profile (check often for tasks to complete).

- Order all high school, dual enrollment and college transcripts to be sent directly to NAIA.

- HomeSchool Students have specific requirements.

- NAIA is responsible for determining eligibility of first time athletes prior to competing.

 Contact Director of Athletic Compliance | rebecka.vessey@ciu.edu | 803.807.5043

SUBMIT TEST SCORES


- SAT and ACT get submitted to NAIA.

- AP and CLEP scores get submitted to CIU (must be sent directly from College Board).

REGISTER WITH FRONT RUSH  frontrush.com

- Complete Student Questionnaire.


- You will receive an email about Front Rush in June requesting you to complete many documents.

 Contact Director of Athletic Compliance | rebecka.vessey@ciu.edu | 803.807.5043

OCTOBER


ACCEPT FINANCIAL AID OFFER & COMPLETE DOCUMENTS  [my.ciu.edu>My Financial Aid](https://my.ciu.edu/MyFinancialAid)

- Once you submit FAFSA, Athletic awards typically take about 3-4 weeks to process.
- You will receive an email with your Financial Package offer and digital document to sign.
- If you accept package, complete the Docusign Financial Aid Agreement.
- Login to MyCIU to accept/decline your awards and complete requested documents.

 Contact Patricia Campbell, Financial Aid | finaid@ciu.edu | 803.807.5036

HOUSING SURVEY (Residential Students) 

- This is how you are housed and match you with a roommate based on your preferences.
- Once you are matched, find your roommate info on [my.ciu.edu](https://my.ciu.edu/ResidentLife/CampusLife) [my.ciu.edu>Resident Life>Campus Life](https://my.ciu.edu/ResidentLife/CampusLife)
- To live off campus, you must meet specific criteria. Request the Appeal Form from Admissions.

 Contact Residence Life | reslife@ciu.edu | 803.807.5488

SIGN LETTER OF INTENT

- After signing the Financial Aid Agreement, you will receive a Docusign Letter of Intent through email.
- This can be signed earlier if you agree with an ESTIMATED Financial Aid Package.

 outlook.office.com

LOGIN TO CIU EMAIL

- You will receive an email with your CIU email address and password (on or after March 15).

 Contact Information Technology | 803.807.5199

NOVEMBER

REGISTER FOR CLASSES  [my.ciu.edu>Academics>Advising](https://my.ciu.edu/Academics/Advising)


- Schedule an appointment with your Academic Advisor to plan your first semester courses.
- Instructions can be found at the link above.


 Contact Advising | advising@ciu.edu | 803.807.5625

COMPLETE CIU HEALTH FORM  ciu.edu/healthservices


- PDF Form included with this checklist and will also be emailed to you.
- Complete the form and provide a copy of your insurance card and immunizations records.
- TB test is required.
- The completed form and attachments must be sent to TWO PLACES:

1. Upload to Front Rush AND
2. Email form and documents to sally.kennedy@ciu.edu

 Contact Health Services | sally.kennedy@ciu.edu | 803.807.5056

SUBMIT FERPA (Permission To Access Records)  [my.ciu.edu>Academics>Forms>FERPA](https://my.ciu.edu/Academics/Forms/FERPA)

- Gives permission for your Parents/Guardians to access your records.

 • You will need your CIU email and password to complete.

DECEMBER

COMPLETE SPORTS PHYSICAL  ciu.rams/compliance

- You must have an up to date physical completed AFTER December 1.
- You will receive an email with the PDF Document for physician to complete.
- The completed document must be uploaded to Front Rush.

ACCOMODATIONS & RESOURCES  ciu.edu/academic-success-center


- Our Academic Success Center provides personalized accommodations and assistance for students with physical impairments, learning disabilities, dietary restrictions, mental health needs, etc.
 - Provides mentoring and tutoring services, a program for Hope Scholarship recipients and more!
- Contact Academic Success Center | academicsuccess@ciu.edu | 803.807.5611

REQUEST FINAL TRANSCRIPTS  play.mynaia.org

- FINAL high school, dual enrollment and college transcripts are required for eligibility.
- Fee waivers are available if you qualify.
- Dual Enrollment courses are only accepted through your college transcript.

REVIEW & RESOLVE BILL  [my.ciu.edu>Finances>Payment Plan](https://my.ciu.edu/Finances/PaymentPlan)

- Bills will be ready by mid-December.
- If you select the interest free payment plan, your first installment must be paid by January 6.
- If you select to pay your bill in full, payment must be made by January 6.

 Contact Student Accounts | ciuaccounting@ciu.edu | 803.807.5016

ADMITTED STUDENTS WEBINAR  ciu.edu/webinars

- Wednesday, December 4 at 4:00 PM (Registration link above).
- Helpful "Ram Ready" information for students and their parents.

SUBMIT PHOTO FOR STUDENT ID

- Take photo in front of white backdrop/wall
- Email pic to RamID@ciu.edu | Subject Line: Your FIRST & LAST NAME, STUDENT ID#
- You will receive an automated confirmation email that it has been received.
- ID will be ready for you in August during move in/check in.

READ STUDENT HANDBOOK  [my.ciu.edu>Campus Life>Student Handbook](https://my.ciu.edu/CampusLife/StudentHandbook)

- Submit Digital Acknowledgement Statement at end of booklet.

Please turn to back page for remaining checklist items.