



New Student Checklist

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.


AFTER ACCEPTANCE


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

OCTOBER


ACCEPT FINANCIAL AID OFFER & COMPLETE DOCUMENTS  my.ciu.edu>My Financial Aid

- You will receive an email detailing your financial aid offer within 3-4 weeks after the FAFSA is submitted.
- Login to MyCIU to accept/decline your awards and complete requested documents.

 Contact Financial Aid | finaid@ciu.edu | 803.807.5036

HOUSING SURVEY  my.ciu.edu>Residence Life>Campus Life

- 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
- To live off campus, you must meet specific criteria. Request the Appeal Form from Admissions.

 Residence Life | reslife@ciu.edu | 803.807.5488


LOGIN TO CIU EMAIL  outlook.office.com


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

 Contact Information Technology | 803.807.5199

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

 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 academic and financial records.
- You will need your CIU email and password to complete.


 COMPLETE HEALTH FORM  ciu.edu/health-services

- PDF Form included with this checklist or can be found at link above. **DUE BY DECEMBER 15.**

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


 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

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

- 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.

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

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

 Contact Security | 803.807.5555

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

- Submit Digital Acknowledgement Statement at end of booklet.


SUBMIT PHOTO FOR STUDENT ID

- Take photo in front of white backdrop/wall.
- Email photo 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.


 SUBMIT FINAL TRANSCRIPT  parchment.com

- Your final high school or college transcript needs to be submitted after you graduate or finish classes.
- You will not be able to register for classes your second semester if these are not received.


 SUBMIT TEST SCORES (AP/B/SAT/ACT/CLT If requested) **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
 - User Name = Your CIU email | Password = Student ID
- Commuters can pick up books at the campus bookstore.

 Contact Slingshot | support@slingshotedu.com | 888.392.2930


 MOVE IN (Resident Students)  ciu.edu/resident

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

 CHECK IN (Commuter Students)  ciu.edu/commuter

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

 START CLASSES MONDAY, JANUARY 13!

- CIU Alert - Students are automatically registered for our campus emergency notification service.
 - Parents & Guardians can be added by signing into  ciu.omnilert.net