

# New Student Checklist

## SPRING 26

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

OCTOBER

**SECURE YOUR SPOT!**  [ciu.edu/deposit](http://ciu.edu/deposit)

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

**COMPLETE 2025-2026 FAFSA** (Free Application for Federal Student Aid)  [studentaid.gov](http://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](mailto:admissions@ciu.edu) | 803.807.5024

**LOGIN TO MyCIU** (Student Portal)  [my.ciu.edu](http://my.ciu.edu)

- Your login information was 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](mailto:admissions@ciu.edu) | 803.807.5024

**ACCEPT FINANCIAL AID OFFER & COMPLETE DOCUMENTS**  [my.ciu.edu>My Financial Aid](http://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](mailto:finaid@ciu.edu) | 803.807.5036

**HOUSING APPLICATION**  [my.ciu.edu>Residence Life>Campus Life](http://my.ciu.edu>Residence Life>Campus Life)

- This is how you are housed and matched with a roommate based on your preferences.
- Once you are matched, find your roommate info on MyCIU.
- To live off campus, you must meet specific criteria. Request the Appeal Form from Admissions.

 Residence Life | [reslife@ciu.edu](mailto:reslife@ciu.edu) | 803.807.5488

**LOGIN TO CIU EMAIL**  [outlook.office.com](http://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

**OCTOBER CONT.**

- REGISTER FOR CLASSES**  [my.ciu.edu>Academics>Advising](http://my.ciu.edu/Academics>Advising)
  - Schedule a virtual appointment with your Academic Advisor to plan your first semester courses.
  - Instructions can be found at the link above.
-  Contact Advising | [advising@ciu.edu](mailto:advising@ciu.edu) | 803.807.5625
- RAM READY VISIT**  [ciu.edu/visit](http://ciu.edu/visit)
  - Schedule an on campus appointment with your Admissions Counselor and Academic Advisor to complete your checklist items. (Appointments are available until January 7).
-  Contact Visit Office | [visit@ciu.edu](mailto:visit@ciu.edu) | 803.807.5058

**NOVEMBER**

- SUBMIT FERPA** (Permission To Access Records)  [my.ciu.edu>Academics>Forms>FERPA](http://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 FORMS**  [my.ciu.edu>Campus Life>Forms](http://my.ciu.edu/Campus%20Life>Forms)
  -  Contact Health Services | [healthservices@ciu.edu](mailto:healthservices@ciu.edu) | 803.807.5056
- ACCOMODATIONS & RESOURCES**  [ciu.edu/academics/student-success](http://ciu.edu/academics/student-success)
  - 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](mailto:academicsuccess@ciu.edu) | 803.807.5611

**DECEMBER**

- REVIEW & RESOLVE BILL**  [my.ciu.edu>Finances](http://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](mailto:ciuaccounting@ciu.edu) | 803.807.5016
- ADMITTED STUDENTS WEBINAR**  [ciu.edu/visit](http://ciu.edu/visit)
  - Wednesday, December 3 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](http://my.ciu.edu>Campus%20Life>Home>Vehicle%20Registration)
  - 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](http://my.ciu.edu>Campus%20Life>Student%20Handbook)
  - Submit Digital Acknowledgement Statement at end of booklet.