



Accepted Student Checklist – Online Graduate Students

Presented by the Office of Graduate Education

◆ After Admission

- ☐ Confirm your intent to enroll by submitting your [Admission Reply Form](#)
- ☐ Follow instructions sent via email to claim your Stevens network credentials
- ☐ Request [official GRE/GMAT test score\(s\)](#) be sent to Stevens (if unofficial scores were submitted)
- ☐ Request [official TOEFL, IELTS, or Duolingo test score\(s\)](#) be sent to Stevens (international students only)
- ☐ Request [official transcripts from all post-secondary institutions you attended](#) be sent to Stevens
- ☐ Complete [New Student Onboarding Tasks](#) in Workday, so you can register for classes
- ☐ Review the list of recommended first semester courses that were sent to you via email
- ☐ [Follow these instructions to select courses and register for classes](#) through Workday
- ☐ Review the [Academic Calendar](#) to familiarize yourself with important dates and deadlines

◆ Before Semester Begins

- ☐ Complete and submit the [FASFA form](#) if you intend to apply for federal financial aid (domestic students only)
- ☐ Enroll yourself into the [Online Programs: Student Support Portal](#) course in Canvas
- ☐ Contact the [Office of Disability Services](#) if you plan to seek accommodations for a disability
- ☐ Review [the information on this page](#) about how to obtain your virtual student ID card
- ☐ Log into Workday and follow [these instructions](#) to review your Student Support Network
- ☐ Accept Financial Aid Terms & Conditions (scholarship and federal aid recipients only); you will be emailed by the Office of Financial Aid with instructions
- ☐ Register for [Stevens \(RAVE\) alerts](#)
- ☐ Review the [Student Handbook](#) to familiarize yourself with key university policies
- ☐ Review [this page](#) for a list of offices available to support you as a graduate student
- ☐ Review [this list](#) of important dates and deadlines during your first semester
- ☐ The week before classes begin, log into [Canvas](#) to review your course syllabi