



# UNDERGRADUATE FRESHMAN CHECKLIST

07/2018



## APPLY (BEGINNING JULY 1)

- Complete your free application at [www.viterbo.edu/apply](http://www.viterbo.edu/apply).
- Request your official **high school transcript(s)** be sent to the admission office at Viterbo.
- Request your official **ACT** or **SAT** scores be sent to the admission office at Viterbo (Viterbo's school codes—ACT: 4662; SAT: 1878).
- Consider submitting a **personal statement** and/or a **letter of recommendation**. These may be required for some candidates.
- Schedule a visit to campus at [www.viterbo.edu/visit](http://www.viterbo.edu/visit).



## ONCE YOU ARE ACCEPTED

- Access your Viterbo University email at [www.viterbo.edu/o365](http://www.viterbo.edu/o365). To find your username and password visit [www.viterbo.edu/username](http://www.viterbo.edu/username). Check your email often for important information.
- Pay tuition and housing deposits and complete your housing contract at [www.viterbo.edu/deposit](http://www.viterbo.edu/deposit) (refundable until May 1). Housing preferences determined by date of housing deposit.
- Sign up to attend Accepted Students Day, an admission open house, or schedule an individualized appointment at [www.viterbo.edu/visit](http://www.viterbo.edu/visit).
- Join your Viterbo class page. Details at [www.viterbo.edu/accepted](http://www.viterbo.edu/accepted).



## FINANCIAL AID

- Apply for any additional Viterbo talent or departmental scholarships after **Oct. 1** at [www.viterbo.edu/affordable](http://www.viterbo.edu/affordable). Deadlines vary.
- File the **Free Application for Federal Student Aid (FAFSA)** at [fafsa.gov](http://fafsa.gov) (Viterbo federal school code: 003911). This should be done after Oct. 1 of your senior year. Students completing this before our priority filing date will receive an estimate of their financial aid. Official aid packages will be available beginning in February.
- FAFSA priority filing date is **Feb. 1**.
- Accept/reject your financial aid award via VitNet. Information is sent to your Viterbo email. This is done in the spring when official aid packages are complete.
- Complete the Master Promissory Note(s), Entrance Counseling, and/or any other additional steps as instructed by the financial aid office in your email award letter.



## FINAL STEPS

- Sign up to attend Student Transition and Registration (STAR) at [www.viterbo.edu/star](http://www.viterbo.edu/star) (invitations usually sent in March).
- Before registering for classes at STAR, fill out any mandatory forms listed at [www.viterbo.edu/star](http://www.viterbo.edu/star).
- Watch the mail for your housing assignment in mid-July.
- Visit [www.viterbo.edu/orientation](http://www.viterbo.edu/orientation) for information on orientation weekend.
- Visit [www.viterbo.edu/residence](http://www.viterbo.edu/residence) for tips and tricks for move-in and beyond.



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