



Graduate New Student Checklist

Before you arrive

Accept your offer of admission

Follow the directions in your decision letter for how to officially accept your offer.

Activate your Single-Sign- On (SSO)

Single Sign-On (SSO) allows you to login to your Alabama A&M University applications (BlackBoard, Banner, Email, etc.) using one username and one password to access applications eliminating the need to remember multiple sets of credentials. Learn how to use myAAMU Services Online with [step by step instructions](#). You are now ready to [activate](#) your SSO account.

Housing

Housing at A&M is at a premium, so get started early. We recommend starting your housing search at least 90 days before your move-in date. Check out [on-campus housing](#) (Campus housing is provided on a first-come, first serve basis).

Apply for Financial Aid

[Student Financial Services](#) can assist with your financial aid. If there are still questions that need to be addressed please contact a [Financial Aid Counselor](#).

Set up online payments

For your convenience, payments may be made online, in person, or by mail. You are encouraged to make [online payments](#) for tuition payments and other fees.

Log into Banner

Banner system provides a convenient portal for accessing a number of Bulldog services, including your registration, student records, vehicle registration, housing, and more. You may access Banner by signing into Single Sign On (SSO).

International Students

Be sure you complete all the necessary tasks before you arrive. Check with the [Office of Community College Relations and Global Initiatives](#) to ensure you have met all of the requirements.

Complete immunization requirements

Complete the [immunization requirements](#) before attending your semester classes.

Enroll in or waive Student Health Insurance

Enroll in your [student health insurance](#) , or show proof of acceptable alternate insurance by submitting a [Health Services Waiver](#). If you miss this deadline, you will automatically be enrolled (and billed for) student health insurance. Upload your medical records and documents to [Med-Proctor Online Medical Health System](#).

When You Arrive to Campus

Pick up your Bulldog ID Card

A [Bulldog ID card](#) provides access to campus events and activities, residence halls/other buildings, parking, and meal plans. Meal plans may only be used via the ID card or cash must be used to purchase a meal.

Check-in with your department or program

When you arrive on campus make sure you stop by your academic program office and introduce yourself. Ask about program and school specific orientation activities.

Sign up for Direct Deposit

Direct Deposit is the safest and easiest way to get any funds you may receive.

- For student account refunds, tuition and financial aid payments, you should sign up for through the [Banner Self Service Direct Deposit Guide](#).
- For stipend payments, payroll for campus employment, or other payments, you will sign-up for direct deposit in Banner.

You will need a U.S. bank account to enroll in direct deposit; [see a list of banks close to campus](#).

Register for courses

In most academic programs, students should consult with an advisor before registering for courses. Once you have reviewed the [Graduate Catalog](#) and have talked to your advisor, visit [Banner](#) to register for classes.

Update your personal information

Update your address information, emergency contacts, and profile on [Banner](#). Carefully review your billing, local, and permanent addresses so that communication from your school will be sent to the correct address. Periodically review your profile to make sure everything is correct.

Attend New Graduate & Professional Student Orientation

Your school will provide an academic orientation, and the Office of Graduate Studies provides a general orientation to get you oriented to the University and Huntsville. Be sure to attend both!

Frequently Asked Questions

What do I do if I'm having problems with my bulldog email address?

You will need to contact IT support (ITS) to [Information Technology Services](#)

What should I do with all of my Health Insurance papers?

Consult the [Student Health Office](#). The online insurance enrollment/waiver system gives information about due dates, filing processes, and contact information. If you want to waive Student Health Insurance, be aware that if you do not submit a waiver by the deadline, you will be automatically enrolled and billed.

How do I know that my financial aid is all set up?

Call or visit the [Financial Aid Services](#) to make sure that you have completed all of the necessary paper work and that it has been recorded correctly. Don't assume that everything is finished until all of your loan information shows up correctly through [Banner](#). You can get to your own information by clicking the "Financial Aid" tab.

How do I register for courses?

[Banner](#) contains the course registration area for students. When in doubt about something you should contact your advisor or department administration.

What do I do if all of my information is being sent to the wrong address?

Go to [Banner](#) and click the "Personal Information" tab on the top of the screen. From there you can change your permanent address, as well as enter temporary addresses.

What's the difference between my school's orientation events and Graduate Studies orientation?

Your school's orientation will help you learn more about your specific academic program, its requirements, etc. Graduate Studies orientation events are more general and are designed to help you learn about campus and the city. In order to get the most out of your graduate school experience, you really should attend both orientations.

I am an international student. How can I make sure that I have done everything necessary before starting school?

[International Student](#) offers resources for new international students. In addition, you can find information pertaining to [international graduate and professional students](#).

What student organizations exist on campus?

If you would like to get involved. The Graduate Student Council (GSC) serves the unique needs of Alabama A&M University's graduate and professional students through a network of support and encouragement. Visit the [GSSC](#) to see how to get involved.

What if my question is not answered here or on the New Student Orientation website?

Email the Graduate Studies staff at gradschool1@aamu.edu.