

Fall Checklist

Use this check-list as your guide to prepare you for your first semester at UNF. If you have questions at any time during the process please contact the UNF Office of Orientation - newtounf@unf.edu or 904-620-1183

Before Orientation

- Make a Student Orientation Reservation (Orientation Website)
- Make a Parent/Guest Orientation Reservation after student reservation has been confirmed (Orientation Website)
- Check mail for Orientation Confirmation letter
- Check email for Orientation Updates and Reminders
- Take UNF Math Placement Exam (Orientation Website)***
- Submit a copy of your Final HS transcripts (make sure your guidance office is set to send these out after graduation – they are due to the UNF Admissions office by August 1)
- Submit & Clear Health Immunization Records***
- Submit a copy of any AP/IB/ Dual Enrollment transcripts (if you anticipate earning your AA degree prior to beginning at UNF contact the ACE advising office at 904-620-1012)
- Fill out and Submit UNF “Direct Deposit Authorization” Form (Cashier’s Website)***
- Apply for Financial Aid at www.fafsa.ed.gov by filling out the 2010-11 FAFSA form (the sooner the better)
- Submit Student Emergency Contact Information (UNF MyWings website)***
- Submit contract(s) for Housing and Residence Life (the sooner the better)
- Begin checking your UNF email account regularly through MyWings for important UNF information (after logging onto MyWings, click on “Email” under Quicklinks)***
- Fill out the Housing Pending Worksheet if you are planning to live on campus and pay for housing using Financial Aid (Housing Website)
- Take placement exam for foreign language if you plan to take college level Spanish or French (Orientation Website)
- Fill out “Financial Aid Authorization” Form (included in your confirmation packet)
- Pay Housing Fees to Housing and Residence Life (Fall Rent is due: July 15)
- Purchase Chartwells Dining Services Meal Plan

***These are HIGH PRIORITY items**

During Orientation

- Get your UNF Osprey1Card – Student ID (you will need a current picture ID such as a driver’s license or passport)
- Submit “Financial Aid Authorization” Form (from your confirmation packet) to the Cashier’s Office
- Bring a copy of any AP/IB/Dual Enrollment transcripts – if you have not submitted these previous to Orientation
- Meet with an ACE Academic Advisor
- Check on your Financial Aid Status with One Stop Student Services
- Register for Classes
- Purchase Textbooks (online or at the UNF Bookstore) – bring a copy of your course schedule for proper book selection. Fall Textbooks will be available in the UNF Bookstore after July 1.
- Purchase Chartwells Dining Services Meal Plan

After Orientation

- Fill out online Orientation Survey
- Read “Rock, Paper, Scissors” UNF Reads Book (you will receive your FREE copy at Orientation)
- Add “Ozzie Bucks” to your Osprey1Card (www.osprey1card.com)
- Check out the “Week of Welcome” (WOW) website for complete schedule of Activities
- Pay Fall Tuition (due by August 27)
- Purchase Parking Decal (Parking Website)
- Purchase Textbooks (online or at the UNF Bookstore) – bring a copy of your course schedule for proper book selection
- Submit “official” copy of any AP/IB/Dual Enrollment transcripts

MARK YOUR CALENDARS

Week of Welcome (WOW!) is taking place August 20-26!