

# Sam Houston State University

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## Enrollment Checklist for Online Students

### Before you are accepted for admission

- Submit the ApplyTexas application at [www.applytexas.org](http://www.applytexas.org).
- Send official college transcripts to Sam Houston State University.
- Send official GRE/GMAT test scores to Sam Houston State University.
- Complete the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

### Once you have been accepted for admission

- Activate your computer account through [Computer Services](#). You can get help with this by calling the helpdesk at 936-294-1950.
  - This will tell you your username and email address
- Register for classes using [Sam Web](#). For registration assistance, please contact the Registrar's office at 936-294-1040 or visit the Estill Building – Suite 333.
  - During registration you may:
    1. Opt to pay tuition and fees on an installment plan
- Order textbook through the SHSU Barnes and Noble Bookstore online at [www.shsu.bncollege.com](http://www.shsu.bncollege.com) or order textbook online at Amazon.com.
- Pay your tuition and fees by the deadline stated on your fee statement. To pay by phone or in person, please contact the Cashier's office at 936-294-1713 or visit the Estill Building – Suite 103. To pay online:
  1. Log into [Sam Web](#)
  2. Click on "Financial System"
  3. Click on "Fee Statement"
- Login to your online course(s) from [www.shsu.edu](http://www.shsu.edu) by clicking SHSU Online. Use your computer user name and password that you established above.

**Congratulations!**

**You are now an official Bearkat at Sam Houston State University.**