



Enrollment To-Do List

The items on this enrollment to-do list must be completed in Blackboard. To begin, activate your SHSU email account [here](#). For assistance, contact IT@SAM at SERVICEDESK@SHSU.EDU or 936-294-1950.

Next, log in to Blackboard, and locate the to-do list in your onboarding organization.

- ⇒ From SHSU's main page (shsu.edu), select "Blackboard" from the drop-down "Campus Tools" menu (upper right of page).
- ⇒ Log in with your SHSU credentials (your SHSU email username and password).
- ⇒ Scroll down to "My Organizations," and select "SHSU COM Onboarding EY21."
- ⇒ Select "Enrollment To-Do List" from the menu to the left.

Comprehensive instructions for each item on the to-do list and helpful phone numbers/emails are located in Blackboard! You can check your progress by checking "My Grades" in Blackboard.

**** Note: items do not have to be completed in order. Items will be released at different times, so remember to monitor your Blackboard updates or check Blackboard frequently.****

- Activate Your CastleBranch Account
- Submit Proof of Required Vaccinations
- Complete Financial Aid Counseling and Submit Your Free Application for Federal Student Aid (FAFSA)
- Order Your Background Check
- Choose Your Health Insurance (SHSU-COM requires all student to have valid health insurance.)
- Submit Your Final Transcripts
- Request and Activate Your Bearkat OneCard (student ID)
- Read and Acknowledge Your SHSU-COM Student Handbook
- Acknowledge Your Receipt of Accommodations Information
- Acknowledge Your Receipt of Support Resources Information
- Acknowledge Your Receipt of VitalSource Information (e-platform for textbooks)
- Complete Required Online Training
- Order Your White Coats and SHSU-COM Scrubs
- Order Your Required Medical Equipment and Supplies
- Secure Your Housing
- Secure Your Parking Permit
- Provide Pronunciation of Your Name for White Coat Ceremony
- Provide Roommate Information
- Complete Your Pre-Registration Notices
- Acknowledge Your Receipt of Dell 2-in-1, Review of Device Information, and Installation of Software (to be completed during orientation)
- Pay Your Tuition