Applicants must complete the following to be eligible for registration and secure a spot in the program.

### Actuate SHSU account via SamWeb
Activate your computer account through SamWeb. Contact the IT@SAM Helpdesk at servicedesk@shsu.edu or call 936-294-1950.

### Actuate CastleBranch account
Successfully complete and pass background check & drug screening. Check your email account that you used to apply to SHSU with the CastleBranch invitation email with instructions or visit https://mycb.castlebranch.com/

### Complete Pre-Registration Notices
The Pre-Registration Notices must be completed every semester prior to registration. (Located in MySam > “Registration” tab > under the “Registration Toolbox” heading, click “Pre-Registration Notices Questions”)

### Submit proof of required immunizations
Upload the following immunization records through CastleBranch at https://mycb.castlebranch.com/
- **Influenza**: one year from administered date
- **MMR Combined** (Measles, Mumps, & Rubella)
- **Tetanus**: Complete DPT (4+ vaccines) series
- **Hepatitis B**: 3 vaccines, Positive antibody titer

### Submit proof of Meningitis A vaccination (if applicable)
All students entering an institution of higher education are required to either receive a vaccination against bacterial meningitis or meet certain criteria for declining such a vaccination 10 days before the first day of classes. Visit the Student Health Center page for more information.

### Submit final transcripts
Submit official final transcripts denoting degree conferral and final coursework to SHSU - COM Admissions electronically or via mail to:
Office of Admissions
Box 2418
Huntsville, TX 77341 – 2418

### Submit FAFSA and apply for scholarships
Apply for Financial Aid at https://www.shsu.edu/dept/financial-aid/

### Request & Activate Bearkat OneCard
Request your Bearkat OneCard online or in person (Main campus – Estill Building or The Woodlands Center One – Stop – Center). You must present a valid government or state issued photo ID in order to request your Bearkat OneCard. You will receive your permanent Bearkat OneCard in a green envelope in the mail from BankMobile. Inside the envelope will also be a personal code. To activate the card please visit www.bearkatone.com

A Bearkat OneCard is required by most SHSU departments in order to provide services and can also be used a financial aid refund payment option.

### Pay Tuition and Fees
Pay once tuition and fees have been added to your account
- https://www.shsu.edu/dept/cashiers/payment-methods

### Available June 16th - Log into Blackboard
Log into Blackboard to complete the following checklist items:
- **Ordering White Coats**
  - SHSU – COM will provide two White Coats to students. White Coats (Landau 3200 Blazer Jacket) will be embroidered with the SHSU – COM logo but will not be monogrammed
- **Ordering Scrubs**
  - SHSU – COM will provide two sets of navy-blue scrubs to students (Landau ScrubZone Unisex scrub tops and scrub bottoms)

### Ordering Dell 2-in-1 Devices
- SHSU – COM will provide students with one multipurpose electronic device with a 4-yr warranty.

### Ordering Required Textbooks
- Ordering Required Medical Equipment/Supplies
- Enrolling in Health Insurance/Waiver Process
- Read and acknowledge the SHSU – COM Student Handbook

### Optional
- Register vehicle with COM building security (a permit is not required for Center for Health Professions site)
- Request accommodations (if applicable) with Services for Students with Disabilities

comadmissions@shsu.edu * 936-294-2356 * 925 City Central Ave, Conroe, TX 77304