

ACCEPTED GRADUATE STUDENT CHECKLIST



Congratulations on your acceptance!

We created this checklist of items for you to complete before your first day of class.

We are here to support you throughout your graduate journey, so if you have questions or need assistance along the way, please reach out to our office at 936.294.1971 — or — thegraduateschool@shsu.edu

Activate Your SHSU Email

Activate your SHSU email and computer account through SamWeb. After acceptance, your SHSU email is the only email used by SHSU offices. Activation is required to access your coursework, student portals, email and on-campus computers. This does not apply to current SHSU students, staff, or faculty.

[SamWeb](#) | [Email Help Desk](#) | (936) 294-1950 | Academic Building I - Suite 145

Contact Your Advisor

Meet with your program advisor to plan your schedule and prepare for registration. If you do not know who your program advisor is, please contact the Graduate & Professional School (GPS). Some programs may require advisement.

[Graduate and Professional School](#) | [Email the GPS](#) | (936) 294-2408 | Templeton Building

Register for Classes

You can add, remove, or change courses within the Bearkat Registration Dashboard. Check for holds & complete Pre-Registration Notices here as well.

- Students under 22 must submit proof to the [Student Health Center](#) of the meningitis A vaccination before registering for classes (online-only students are exempt).

[Registration Dashboard](#) | [Email the Registrar](#) | (936) 294-1040 | Estill Building - Suite 331

RSVP for New Graduate Student Orientation

Register using the personalized invitation* sent to your SHSU email after activating your account (see above). The Graduate & Professional School offers New Graduate Student Orientation each semester to help you become familiar with your college and connect with valuable campus resources.

**This invitation will be sent closer to the start date of classes.*

[Graduate and Professional School](#) | [Email the GPS](#) | (936) 294-2408 | Templeton Building

Make Tuition & Fees Payment

Select a [payment plan](#) that suites your needs. Pay your tuition and fees by the deadline stated on your fee statement. Payments can be made online or at the Student Account Services Office.

- **Complete the Free Application for Federal Student Aid (FAFSA)**

Review the [Financial Aid website](#) and complete all requirements as soon as possible to avoid delays. Call SHSU Financial Aid Office at 936-294-1774 for assistance.

- **Apply for Scholarships on Scholarships4Kats**

Complete the [Scholarships4Kats](#) application by the priority deadline.

Note: Review the [Graduate & Professional School webpage](#) for additional graduate-specific opportunities.

[Student Account Services Website](#) | [Email Student Account Services](#) | (936) 294-2273 | Estill Building - Suite 103

Submit Official College Transcripts

All graduate students are required to submit an official final college transcript showing their degree conferral(s) to the Office of Admissions. Students must request transcripts be sent directly from their degree granting institution(s) to SHSU to be considered official. Student-submitted copies are considered unofficial (unless provided in an official sealed envelope).

[Admissions Website](#) | [Email Graduate Admissions](#) | (936) 294- 1828 | Visitor Center - 2nd Floor

Get Your Bearkat OneCard

Request your Bearkat OneCard, the official ID of SHSU, online or in person. You must present a valid government or state issued photo ID to request your Bearkat OneCard. It will arrive in a green envelope so please don't mistake it as junk mail.

[BearKat One Services Website](#) | [Email Student Account Services](#) | (936) 294-2273 | Estill Building - Suite 103

RESOURCES

Learn About Academic Resources

Graduate students can access a variety of academic and professional support resources, including online communities, workshops, seminars, writing groups, mock interviews, resume assistance, professional development opportunities, and thesis/dissertation support services.

[Graduate and Professional School](#) | [Email the GPS](#) | (936) 294-2408 | Templeton Building

Explore Library Services & Resources

The Newton Gresham Library provides graduate students with research support, thesis and dissertation resources, technology lending, study spaces, printing services, and online borrowing tools. Follow the links below to explore available library services and resources.

[Newton Gresham Library Website](#) | [Email the Library](#) | (936) 294-1614 | Newton Gresham Library

OPTIONAL

Purchase an On-Campus Parking Permit

An ePermit is required to park a vehicle on all SHSU campuses. For regular use, sign up for an ePermit through the parking portal on the parking website (below).

[Parking Website](#) | [Email Parking](#) | (936) 294-1800 | 820 Bowers Blvd.

Download the TimelyCare App

TimelyCare is a new virtual health and well-being platform for students. Through either a mobile app or your desktop, TimelyCare provides 24/7 access to virtual care from anywhere in the United States at no additional cost.

[Student Wellness Website](#) | [Email Student Wellness](#) | (936) 294-2653