

Graduate New Student Checklist

- ☐ **Obtain student email & Self-Service log-in information – Graduate Admissions**
 - Check emails weekly. **important information is sent via CU email address**
- ☐ **FAFSA – Financial Aid** (each academic year) – www.campbell.edu/financial-aid
 - Complete loan process via Student Self-Service portal & www.studentloans.gov (if applicable)
- ☐ **Complete medical assessment & submit immunization records** (if applicable)
 - Check with your program
- ☐ **Student Insurance – Business Office** (each academic year)
 - www.campbell.edu/business-office
 - CPHS students: Opt out of illness insurance to remove charge or elect to enroll
 - Non-CPHS students: Enrollment is optional and no waiver is necessary
 - International students are required to carry the school insurance policy. CU will auto-enroll.
 - Online portal to enroll or waive is open July 1 – August 31
 - Portal opens again in spring for ONLY DPT and new students: December 1 – January 31
- ☐ **Student Financial Responsibility Agreement** (read and e-sign each semester)
 - Located in your Student Self-Service portal through the Student Finance gateway (ss.campbell.edu)
- ☐ **Student Financial Check-In** (complete each semester)
 - Online form will be accessible on the Business Office webpage July 1 (fall) and December 1 (spring)
- ☐ **Payment Due Date**
 - Balance not covered by financial aid is due by the first day of class each semester
 - If using financial aid, please be sure all steps are completed to avoid delays in processing
- ☐ **Sign up for e-Refunds in TouchNet** (if you are anticipating a refund)
- ☐ **Vehicle registration – Campus Safety** (each academic year)
 - Register online for a parking pass: www.campbell.edu/campus-safety
- ☐ **Moved? Change your address – Registrar's Office**

Business Office

McLeod Building (2nd Floor)
40 T.T. Lanier St.
910-893-1245
businessoffice@campbell.edu

Financial Aid

McLeod Building (2nd Floor)
40 T.T. Lanier St.
910-893-1310
financialaid@campbell.edu

Campus Safety – Parking

520 Leslie Campbell Ave.
910-893-1550
parking@campbell.edu

IT Services Help Desk

Bryan Hall: Suite 9
910-893-1208
helpdesk@campbell.edu

Follow us on social media for reminders, updates, and other Business Office information!



CU Business Office



cu_businessoffice