New Graduate Student Checklist
Master of Science in Finance
Please complete all these steps, starting at the top of the list.

☐ **Upload your Proof of Funding Documents**
for international student only
If you are an international student and need visa to study in the US, please upload your proof of funding documents to your application portal at your earliest convenience. Funding documents are needed for the University to issue the visa eligibility documents for your visa application. Click here for more information regarding proof of funding documentation requirements.

☐ **Claim your NetID**
Your NetID will give you access to campus resources and services, including e-mail and file storage.

- **UIN:** To start, you'll need your University ID Number (UIN) and Activation Code provided to you in your Official Notice of Admission Letter. Your UIN is a unique nine-digit number that identifies you permanently in University records.
- **NETID:** New students should visit the NetID claiming website at netidclaim.illinois.edu.
- **PASSWORD:** You'll be prompted to set your password recovery options and choose a password for your account. You can reset or change your options at any time at identity.uillinois.edu.
- **2FA:** You will then be directed to verify.uillinois.edu to set up your required two-factor authentication method. Two-factor authentication secures our University accounts by confirming your login using something you know (a password), and something you have (like a phone). Graduate and Professional students are required to use 2FA for many University services and websites. Change or add a device for 2FA at identity.uillinois.edu.

Please visit the University's Technology Resource Guide page for further guidance if needed.

☐ **Set up your University Email Account**
About two hours after claiming your NetID and setting your password, you will be able to login and start using your Office 365 email account. Your NetID is the first portion of your email address.

Students must assume full responsibility of regularly monitoring their Illinois email account for crucial announcements and deadlines, starting when your account is opened. Important information, including policies and deadlines, are regularly communicated in email messages.

Please visit the University's Technology Resource Guide page for further guidance if needed.

Click here to start using your Office 365 account. If you have questions about your email account, please contact the Technology Services Help Desk at consult@illinois.edu or 217-244-7000.

☐ **Activate your University Zoom Account**
A lot of out pre-departure events are conducted via Zoom. It is crucial to Activate your University Zoom account. Please click here and follow the instructions to activate your Zoom account. **Your NetID is needed to activate your University Zoom account**.

☐ **Bookmark the MSF Incoming Student Website**
Please bookmark the [MSF Incoming Student Website](). We will update the website regularly with information that pertains to your upcoming study at the University.

☐ **Verify Personal Information in Student Self-Service**
Once you have established your NetID, use it to log into the [online Student Self-Service]() and verify your personal information, such as your contact information. Keeping this information up to date is extremely important and ensures proper delivery of important documents.

☐ **Send Final Credentials to Graduate and Professional Admissions in the Graduate College**
To complete your admission, you must submit your final, official credentials from your previous institution. For a complete list of what academic credentials (transcripts, certificate of degrees, translations) you must submit, please view your Official Notice of Admission letter from the Graduate College. Please visit the [Graduate College website]() for more information on methods of submitting your final credentials.

☐ **Review Healthcare & Insurance Requirements**
The University of Illinois student health insurance plan is mandatory for all students. To learn about benefits, how to opt out if you already have comparable coverage with another company, or how to add dependents, visit [the Office of Student Health Insurance]() website. [The McKinley Health Center]() is located on campus and provides routine care, counseling, immunizations, and more. All students may use [McKinley Health Center]() even if they opted out of the University Health Insurance plan.

☐ **Review and Submit Immunization Records**
As a student you will need to show proof of certain immunizations to register for classes and have access to university services. [Click here to see the specific requirements and how to submit your information](). If you do not submit your immunization records by the suggested submission deadline indicated on the website, a hold will be placed on your student account, which means that you will not be able to register/add/drop courses after the hold is placed. If this is the case, you will need to contact [McKinley Health Center]() for further assistance.

☐ **Look for Housing**
There are both University-managed housing options and "private-certified housing" options available in the campus and surrounding Champaign-Urbana area. [Click here to learn about University Housing options](). University Housing also has meal plans that students who live off campus can purchase. [Off-Campus Community Living]() is also a great university resource to learn more about housing options and issues related to living off campus.

☐ **Complete the "Gies Professional Pathway Foundations" Online Course by August 19, 2024**

"Gies Professional Pathway Foundations" Course will be accessible beginning May 13, 2024
We have designed an online career-readiness course called the "Gies Professional Pathway Foundations" which introduces you to the in-demand professional competencies that employers desire. This course will provide you with a foundation to maximize your time and experience at Gies, preparing you for long-term career success.

Beginning May 13, 2024, please follow the below instructions to login:

- Visit the course site canvas.illinois.edu and login with your university NetID and password. **This will only work if you have claimed your NetID.**
- Click on the course titled "Gies Professional Pathway Foundations" and complete all modules and assignments.

Questions? If you have questions logging into the course, please contact Yang Pisani at ypisani@illinois.edu. If you have questions regarding the course content, please contact Susie Li at qiranl@illinois.edu.

☐ **Review Technology Requirements – Purchase as Needed**
Each student is required to have a laptop. Laptops must have an English version of Microsoft Windows. If you decide to use a Mac, we recommend you have an English version of Microsoft Windows installed in case a course requires software that will only run on Microsoft Windows. Chromebooks and tablets will not work for some software used in courses, so these are NOT acceptable substitutes.

☐ **Review Billing Information/Payment Options**
Visit the University Bursar's website. This office is responsible for billing all activity that appears on your student account, such as tuition, fees, room and board charges (if you use university affiliated housing) and credits. Visit paymybill.uillinois.edu to familiarize yourself with information regarding your student account and payment options, as well as important due dates. Please note that this is NOT the same office that handles financial aid. Visit the Office of Student Financial Aid for that purpose.

☐ **Fall Class Registration**
Class registration related information, policy and process for the fall semester will be explained during the mandatory registration meetings via Zoom in mid-July. To ensure that all students receive the assistance needed to properly register for classes, registration holds will be placed on all student accounts until these meetings. The registration period starts immediately after the 2nd registration meeting. More information regarding the registration meeting will be announced later in the spring semester.

☐ **Register for the English Placement Test (EPT) Immediately** – *If required for international students only*
The EPT is only required if it was stated in your admission letter from the Graduate College. The registration link for students beginning in Fall 2024 is available on the EPT Website. EPT exams are conducted both in-person as well as online. A hold will be placed on your student account until your EPT is scheduled (if EPT is required). The Hold will prevent you from registering/adding/dropping classes for the fall semester.

☐ **Your i-card**
Your i-card is your official University of Illinois photo ID. It also functions as your university library card and is your pass to ride all Champaign-Urbana Mass Transit District (CUMTD) buses. Although you will need to wait until you get to the Campus to receive your physical i-card by visiting the ID

Center in the Illini Union Bookstore, you can submit your own i-card photo in advance. Please visit [the i-card website](#) for more information. If you were an undergraduate here at the University of Illinois at Urbana-Champaign, you'll want to get a new i-card showing your graduate student status.

Additional Information for International Students

☐ **International Student & Scholar Services (ISSS)**
ISSS resources for incoming students are posted at isss.illinois.edu/students/incoming. ISSS should be the first point of contact when you have any visa issues or questions about travel plans.

☐ **Check in with International Student & Scholar Services (ISSS) After You Arrive in the US**
International student Check-In is required by the federal regulation and Check-In should be done as soon as possible after your arrival to the US. Check-in can be completed online at https://isss.illinois.edu/students/incoming/checkin/index.html.

☐ **Update your Local Address in the US**
A requirement of maintaining your F-1 or J-1 immigration status is reporting a valid address as your place of residence within the US as instructed by ISSS. Failure to do so can result in serious legal consequences. [Click here to update your local address in the US when you have it](#) .

Connect with US

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