

ADULT STUDENT CHECKLIST: Complete the following items before classes start.

- Login to myView** – If you have not already done so, log into GV's myView portal – <https://myView.grandview.edu> – using your GV Account. You should have received an email from Admissions providing your GV Account username and initial password. If you do not have this information, email helpdesk@grandview.edu. **Log in regularly – all official communication will be directed to this account.**

- myView Notices** – Continue to monitor the upper right corner of myView homepage for missing documentation and alerts. When you log in, you will see the following and it will direct you to complete required forms:



ACADEMIC

- College Course Credit** – Request official college transcripts be sent to Grand View University.

FINANCES

- FAFSA** – Complete a Free Application for Federal Student Aid (FAFSA) online at fafsa.ed.gov.
- Financial Aid Award Letter** – Return a signed copy to the Financial Aid Office. Or view and accept your financial aid by logging into myView > GV Self Service App > Financial Aid. You will see the checklist items you need to take action on in yellow, including reviewing and accepting your Financial Aid Award Package and reviewing and signing your Financial Aid Award Letter.
- Payment Plan** – To set up a payment plan to cover your remaining out-of-pocket costs, go to: myView > Finances > Business Office > Payment Due Dates & Payment Plan. **In order to have a 12-month payment plan, you must enroll by June 28, 2019.** The first payment will be due July 5, 2019. The Business Office can assist you in setting up a plan. Contact the office at 515-263-2807 or studentaccounts@grandview.edu.
- Financial Responsibility** – Accept financial responsibility for tuition. Go to: myView > Finances > Business Office > Authorizations > Financial Responsibility Statement.
- Financial Aid Authorization** – Authorize Grand View to credit financial aid to any miscellaneous charges. Go to: myView > Finances > Business Office > Authorizations > Apply Financial Aid to Misc Charges Authorization.
- Federal Direct Loan Online Promissory Note & Entrance Counseling** – *If you will be taking out a Federal Direct Loan, complete online at www.studentloans.gov.*

- Federal PLUS Loan** – *If you will be applying for a Federal PLUS loan, your parent needs to apply online at www.studentloans.gov. Your parent will need an FSA ID. For more information, go to: myView > Finances > Financial Aid > Loan Information > Federal PLUS Loan.*
- Private Loan** – *If you will be applying for a private loan, notify your completion coach which loan you decide to take, including the amount and terms of the loan – so we may update your Active Financial Plan. For more information on private loans and to access the private loan list link, go to: myView > Finances > Financial Aid > Loan Information > Private Loans > FASTChoice.*

STUDENT LIFE

- Haven Training** – Go to www.grandview.edu/gv-checklist for instructions.

ORIENTATION

- RSVP and Attend Orientation** – RSVP at www.grandview.edu.
- License plate number, make, model and year of your car** – Bring to Orientation if you plan to have a vehicle on campus.
- Student ID** – Required to access library resources, your residence hall, meal plan and the Johnson Wellness Center.
- Purchase Books** – Visit the Bookstore or order online through the myView menu > Campus Life > Bookstore site on www.grandview.edu > Books + Apparel Shopping > Textbook Lookup.

BEFORE CLASSES BEGIN:

- Schedule** – Access on myView before classes start and verify your courses are correct using Student Planning.
- Resources on myView** – Familiarize yourself with resources available: course schedule, term calendar, campus life, academics, career services, clubs and organizations.
- Academic Advisor** – Once your advisor has been assigned, you can review that information in your account information on myView.