

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

BEFORE ATTENDING ORIENTATION:

- 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.
- Enrollment Deposit** – You will have received an email from Admissions with information on how to do so following acceptance.
- Intended major confirmation** – Confirm your intended major with your admissions counselor.
- Math Placement** – You may be required to take the Math Placement. Go to: www.grandview.edu/gv-checklist to find instructions.
- Health Form** – Go to www.grandview.edu/gv-checklist for instructions.
- Release of Information** – Go to www.grandview.edu/release-form.
- Haven Training** – Go to www.grandview.edu/gv-checklist for instructions.
- College Course Credit** – Request official college transcripts be sent to the Admissions Office for any course taken for college-level credit. Information on high school transcripts is not sufficient for awarding credit. Coursework taken may affect your placement in certain courses.
- Advanced Placement Credit** – Request official AP scores be sent to the Admissions Office for credits to be added to your record. Coursework taken may affect your placement in certain courses.
- FAFSA** – Complete a Free Application for Federal Student Aid (FAFSA) online at fafsa.ed.gov. If you don't plan on applying for financial aid, notify your admissions counselor.

BRING TO ORIENTATION:

- License plate number, make, model and year of your car** – If you plan to have a vehicle on campus.
- Work-study Eligible Students** – **Driver's license** and an **original social security card or birth certificate**.

AT ORIENTATION

- RSVP and Attend Orientation** – RSVP at www.grandview.edu.
- 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.
- List of Courses Currently Enrolled in** – Even if you haven't completed your current college courses, bring along a list of the specific courses you are enrolled in.

ATHLETIC (for athletes only)

- Insurance card** – Copy of the front and back of the card.
- Assumption of Risk Form** – You will receive an email with a link to complete or a notice will appear when you log into your myView account.
- Athletic Physical & Assignment of Benefits Forms** – Download both pdf forms at www.gvwikings.com/Sports_Medicine
- PlayNAIA Registration** – Complete at: www.playnaia.com

HOUSING

- Housing Application and Deposit or Housing Exemption** – You will have received an email from Admissions with information on how to do so following acceptance.

FINANCES

- 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.
- GV Complete Financial Plan** – Participate in a GV Complete meeting to create an initial plan. Decide which version of the plan will be your first Active Financial Plan and **sign the summary page** with your completion coach.
- GV Complete Online Participation Agreement** – Go to: myView > Notices > click "Accept."
- 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.

MISCELLANEOUS

- 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:

 **Notices**

• You have (5) notices