

STEPS TO CONFIRMING YOUR ADMISSION - SPRING 2008



Please use this form as a checklist and reference sheet as you make plans to enroll at Wheaton College Graduate School. It is **very important** to complete each requirement. Please keep this sheet for future reference and make note of the deadlines.

PLEASE SEND THE FOLLOWING ITEMS TO THE GRADUATE ADMISSIONS OFFICE:

- An **Advance Deposit (MA-\$100)** along with the **Enrollment Confirmation Form**—due by the date indicated on your acceptance letter. Please contact the Graduate Admissions office if you cannot make a decision by the date indicated.
- If you applied to graduate school prior to graduating from college, please contact the Registrars Office at your college and request that they send a **Final College Transcript** indicating graduation date. **YOU WILL NOT BE ABLE TO REGISTER UNTIL WE RECEIVE THIS TRANSCRIPT.**

ITEMS YOU WILL NEED TO SUBMIT TO OTHER OFFICES:

HEALTH CENTER: Once you have confirmed your admission, the Student Health Services Office will send you the state mandated health forms. Please contact the health center if you do not receive these forms or visit <http://www.wheaton.edu/healthsvcs/forms.html> to download the forms.

- Dec. 14:** Your **health and immunization forms** are due in the Student Health Services Office. **YOU WILL NOT BE ABLE TO REGISTER UNTIL WE RECEIVE THESE FORMS.**
- Jan. 1:** Health Insurance coverage begins for all graduate students who have registered by Dec. 14.
- Jan. 9:** ALL Wheaton College students are required to have health insurance for medical emergencies and non-emergencies in the Wheaton area. Students are automatically charged for the Wheaton College Student Health Insurance Plan when they enroll for classes. You can opt out of the Wheaton plan if you have a health insurance plan that is comparable to the Wheaton College plan as outlined at <http://www.wheaton.edu/healthsvcs/insurance.html>. The online waiver form is available at this website. Waivers will not be accepted after February 1, 2008.

REGISTRATION: **New and readmitted graduate students pre-register by mail. Dec. 14 is the pre-registration deadline.** Our website, <http://www.wheatongrad.com/?p=103> explains the mail-in registration process. During orientation all new graduate students will meet with an academic adviser and have the opportunity to make any necessary schedule changes. If you haven't been able to register by Dec. 14, you can register on Jan. 11, 2008. Classes begin on Monday, January 12, 2008.

FINANCIAL AID: Financial Aid Award Response Forms are due *in the Financial Aid office Dec. 14.*

GRADUATE ORIENTATION: All new graduate students are expected to participate in orientation which begins at 8:30am on Friday **January 9, 2008**. Graduate Student Services will mail out the Orientation Schedule, or you can find it on our website, www.wheatongrad.com.

BANNER WEB TECHNICAL SUPPORT can be reached at 630-752-5674, Monday-Friday or at bannerweb@wheaton.edu.

IMPORTANT CAMPUS PHONE NUMBERS

Please feel free to contact the department directly if you have any questions.

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| Grad Admissions: | 800-888-0141 or 630-752-5195 | Registrar: | 630-752-5045 |
| Financial Aid: | 800-362-2674 or 630-752-5021 | Student Accounts: | 630-752-5801 |
| Grad Student Services: | 630-752-5191 | Student Health Services: | 630-752-5072 |
| Housing: | 630-752-5027 | Orientation: | 630-752-5191 |

CANCELLATION: If you do **NOT** plan to attend Wheaton Graduate School, please return the enrollment confirmation form indicating your cancellation. We would appreciate knowing as early as possible.

PRE-ENROLLMENT – 2008

Class schedules are available at www.wheaton.edu/bannerweb

Please register by Dec. 14; doing so will:

1. Activate your health insurance coverage on January 1, 2008.
2. Provide you with an accurate billing statement for tuition
3. Allow you to get the class you want before it closes.

IMPORTANT DATES FOR NEW GRADUATE STUDENTS

SPRING SEMESTER – 2008

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| January 11 | Orientation & Registration |
| January 12 | Spring semester classes begin |
| January 12 | Due Date: Spring semester tuition payment |
| January 19 | No classes; Martin Luther King, Jr. holiday |
| February 16 | No classes; President's Day holiday- Classes scheduled after 3:00pm will meet. |
| March 9-13 | No classes; Spring Break |
| April 10 | No classes; Good Friday |
| May 1 | Last day of classes |
| May 4-7 | Final exams |
| May 9-10 | Graduation Weekend |

Students are expected to attend classes on the days immediately before and after any vacation or holiday period. Be sure to check your schedule before making travel arrangements.

Please refer to our website for more information regarding attending Wheaton.

<http://www.wheatongrad.com>