

# Admitted Student Cheat Sheet MFA – Fall

This cheat sheet is intended as a guide to help newly admitted students complete required steps before the start of classes. This is a broad overview, and should be considered to be an aid rather than an exhaustive list. Students are encouraged to communicate with their individual MCAD Admissions counselor to ensure that they are completing all requirements. All students should pay close attention to email communications from the college. Instructions will be sent out by email, and students are expected to adhere to the guidelines set forth in email.

( For more information about the items listed below, please go to: [mcad.edu/admitted/MFA](http://mcad.edu/admitted/MFA) )

## Admissions

- Activate MCAD login and Gmail accounts
- Set up authorized users on account
- Attend Admitted Student Day
- Pay tuition deposit (May 1)
- Submit final transcripts

## Financial Aid

- Submit FAFSA to apply for financial aid (Early Action Dec. 1, *All Others March 1*)
- Submit financial aid verification forms (April 1, *if applicable*)
- Review financial aid, and complete acceptance requirement (July 1)
- Complete loan applications or requirements ( July 1)

## Student Accounts

- Pay bill (August 1)
- Tuition Insurance (August 1, *optional*)
- Add money to Bistro account, *optional*
- Add money to Art Cellar Account (*optional*)

## Student Affairs

- Complete Disclosure + Enrollment form on [my.mcad.edu](http://my.mcad.edu)
- Complete online Health Insurance Waiver form (July 1, *if applicable*)
- Submit Immunization Record Form (July 1)
- Complete the online Sexual Assault Prevention Program (August 1)
- Complete FERPA on [my.mcad.edu](http://my.mcad.edu) (*optional*)
- Attend New Student Orientation

## Housing

- Submit housing application (May 1, *if applicable*)
- Pay housing deposit (May 1, *if applicable*)
- Attend Move-In Day

## International Students

- Receive I-20
- Apply for Visa

***Important; Please review all email messages from MCAD. If, after doing so, you are still feeling confused, contact your individual MCAD Admissions Counselor for assistance.***

Admissions: 612-874-3760, [admissions@mcad.edu](mailto:admissions@mcad.edu)

Financial Aid: 612-874-3782, [financial\\_aid@mcad.edu](mailto:financial_aid@mcad.edu)

Business Office: 612-874-3508, [business\\_office@mcad.edu](mailto:business_office@mcad.edu)

Student Housing: 612-874-3780, [housing@mcad.edu](mailto:housing@mcad.edu)

Student Affairs: 612-874-3738, [student\\_affairs@mcad.edu](mailto:student_affairs@mcad.edu)

MFA, Director Ellen Mueller: 612-874-3629, [emueller@mcad.edu](mailto:emueller@mcad.edu)

( Note: This contact information, and much more, can be found online at: [intranet.mcad.edu](http://intranet.mcad.edu) )