

# UNDERGRADUATE ADMITTED STUDENT CHEAT SHEET - FALL

This cheat sheet is a guide to help new admitted bachelor's students complete required steps before the start of classes. This is a broad overview, and is an aid rather than an exhaustive list. Students are encouraged to communicate with their individual MCAD Admissions Counselor to ensure all requirements are completed. All students should pay close attention to email communications from the college for next steps and instructions. For more information about the items listed below, please go to: [mcad.edu/admitted](https://mcad.edu/admitted)

## Due immediately:

- Activate your MCAD login and MCAD Gmail account ([mcad.edu/admitted/mcad-login-activation](https://mcad.edu/admitted/mcad-login-activation))
- Set up an authorized user (spouse/partner/parent) and complete FERPA release (optional, [my.mcad.edu](https://my.mcad.edu))
- Submit FAFSA to apply for financial aid ([fafsa.ed.gov](https://fafsa.ed.gov))
- Submit financial aid verification forms, if applicable

## Due by May 1:

- Submit housing application and pay housing deposit (if applicable, [mcad.edu/admitted/housing](https://mcad.edu/admitted/housing))
- Pay tuition deposit (Due May 1 or within two weeks of admittance thereafter, [my.mcad.edu](https://my.mcad.edu))

## Due by July 1:

- Review financial aid, complete acceptance requirement, and submit any requested forms ([myaid.mcad.edu](https://myaid.mcad.edu))
- Complete disclosure and enrollment form ([my.mcad.edu](https://my.mcad.edu))
- Submit laptop waiver form (if applicable, [mcad.edu/admitted/all-forms](https://mcad.edu/admitted/all-forms))
- Submit immunization record and covid vaccination form ([my.mcad.edu](https://my.mcad.edu))
- Submit final transcripts, transfer credit portfolios, and AP/IB scores (admissions@mcad.edu)
- Complete loan applications or requirements (check email)

## Due in August:

- Pay tuition bill (August 1)
- Complete the online sexual assault prevention program (August 1)
- Attend Move-In Day (if applicable)
- Attend New Student Orientation ([mcad.edu/admitted/orientation](https://mcad.edu/admitted/orientation))

## Optional items sent via email:

- Set up cafeteria meal card (required for resident students, [mcad.edu/cafecard](https://mcad.edu/cafecard))
- Add money to Art Cellar account ([my.mcad.edu](https://my.mcad.edu))
- Purchase tuition insurance ([mcad.edu/gradguard-tuition-protection](https://mcad.edu/gradguard-tuition-protection))

## International students only:

- Receive I-20
- Apply for Visa
- Check your email for next steps

**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

Financial Aid: 612.874.3782, financial\_aid@mcad.edu

Student Accounts: 612.874.3809, student\_accounts@mcad.edu

Student Housing: 612.874.3780, housing@mcad.edu

Student Affairs: 612.874.3738, student\_affairs@mcad.edu

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

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