



NEW STUDENT CHECKLIST

Congratulations on your acceptance to Shepherd University! Now, what's next in the admissions process? Complete each of the action items below to become a true member of the Ram Fam. We can't wait to see you on campus soon!

AFTER APPLICATION ACCEPTANCE

Pay your [enrollment deposit](#).

Submitting the non-refundable enrollment deposit secures your spot at Shepherd and officially begins the enrollment process.

Sign up for a [campus tour](#).

If you haven't already toured campus, come see all we have to offer and hear about campus life from a current student. While not required, it's highly encouraged!

File the annual [FAFSA form](#).

To be eligible to receive financial aid, all students must complete the FAFSA form by the state deadline.

AFTER PAYING ENROLLMENT DEPOSIT

Activate your [RAIL](#) account.

RAIL is where you'll register for classes, view your transcript, manage your financial aid, and pay your bill.

Obtain your [RAMBLER student ID](#).

The RAMBLER is the official student ID card — a ticket to everything on campus. Upload a preferred photo and pick up your card at the Wellness Center on campus.

Sign up for [orientation](#).

Orientation is the next big step for Shepherd students! During orientation, you'll meet with an advisor from your major to select and register for classes for the upcoming semester.

Activate your [Shepherd email](#).

24 hours after submitting the enrollment deposit, you can activate your Shepherd email/network account. This grants you access to numerous University-specific platforms.

Apply for [housing and a meal plan](#).

After activating your student email, you can apply for on-campus housing (resident students) and a meal plan (resident and commuter students). The housing application is typically available in November for spring semesters and February for fall semesters.

AFTER CLASS REGISTRATION (ORIENTATION)

Complete the [student health form](#).

All students, regardless of campus housing status, must complete the health form and provide proof of certain immunizations prior to the start of classes.

Purchase a [parking pass](#).

All vehicles are required to obtain and properly display a parking decal for the current academic year to park on campus. Decals are \$70 for both resident and commuter students, and can be purchased through the Shepherd University Police Department.

Finalize financial aid and pay your bill.

Accept or decline any financial aid offers via RAIL and pay your tuition bill for the upcoming semester. 60% of your bill is due prior to the start of classes.

Sign up for [RAVE alerts](#).

With RAVE alerts, you can receive text messages regarding delays and closures due to inclement weather, plus emergency notifications.

AFTER GRADUATION (MAY / JUNE)

Submit final high school transcript.

Freshmen must submit their final *official* high school transcript, along with any AP scores, to the Office of Admissions.

Submit final college transcript.

If you completed any dual enrollment courses, an *official* college transcript must be submitted to the Office of Admissions.



QUESTIONS? CONTACT US!

Office of Admissions

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www.shepherd.edu/admissions