# New Student Checklist

- Spring 2023 semester begins Monday, January 16<sup>th</sup>, 2023
- Understand Your Username and Password for Student Portals
  - O Visit\_www.viterbo.edu/myvu to log into VitNet/Student Planning, 0365/Email, and Moodle
- **Submit All Final Transcripts** Financial Aid & Registration <u>can be</u> withheld if final transcripts are NOT received prior to the first day of classes
- Finalize Your Financial Aid
- Return Required New Student Enrollment Forms
  - O Health History and Immunization Form
  - O Meningitis and Hepatitis Form
  - O Student Support Services Form
- Complete My Student Body you will receive an e-mail with instructions at a later date. Registration <u>may be</u> withheld/student IDs deactivated if not completed prior to first Tuesday of classes.
- Confirm Your Enrollment All students are required to make a \$500 Confirmation of Enrollment payment to our Business Office, Murphy 214 by Friday, January 13th
- Purchase Your Textbooks
- Register for New Student Orientation by Friday, January 6<sup>th</sup>
  - o Orientation: In-person on Friday, January 13th
- Download Viterbo App
- Follow Viterbo on our various social media accounts
- Review Important Dates for early January 2023



# Campus Resources

#### **Financial Aid**

FAFSA, Aid eligibility, Scholarship information Terry Norman 608-796-3900 twnorman@viterbo.edu

#### **Business Office**

Tuition statement and fees, payment, refund checks 608-796-3850 businessoffice@viterbo.edu

### **Residence Life**

On-campus housing, meal plans 608-796-3844 <a href="mailto:residencelife@viterbo.edu">residencelife@viterbo.edu</a>

## **Help Desk**

Technology issues
Username and Password Info - www.viterbo.edu/username
608-796-3870
helpdesk@viterbo.edu

### **Academic Advising**

Dual-advising, registration, support, questions 608-796-3084 advising@viterbo.edu



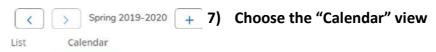
# Course Schedule & Textbook List

# In Student Planning

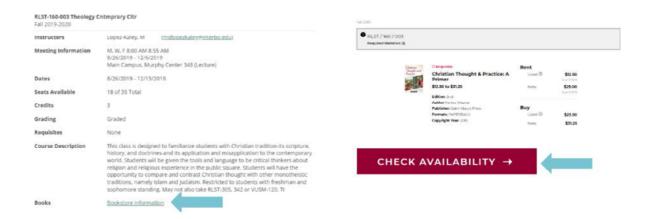
- 1) Visit www.viterbo.edu/vitnet
- 2) Log in using your Viterbo username and password
- 3) Go to the "Students" menu
- 4) Under the "Academic Planning" section, click on the "Student Planning" link
- 5) Click option 2, "Plan your Degree & Register for Classes"



6) Use the arrows to find the "Spring 2022-2023" term



8) Click on the name of the course; use the "Bookstore Information" link to see required texts and/or materials. Click "Check Availability" to select options for renting and buying items

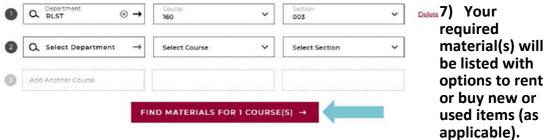




- Visit <u>www.bkstr.com/viterbostore</u>
   (Note: you will need the list of the classes you registered for if using this option)
- 2) Click on "Textbooks" on the top menu



- 3) Choose "Spring 2023" in the "Select Term" drop-down menu
- 4) Choose the department of your course; this is the four-letter code at the beginning of the course name
- 5) Choose the course number and specific section number
- 6) You can add additional courses; when finished, click "Find Materials for Course(s)"



#### Choose your option and click "Add Item to Bag"

