To Do List

- Contact your advisor or program coordinator. Your college will let you know who has been assigned as your advisor. Find out what classes are required.

- Registration is done through myUCF at http://my.ucf.edu. You will need to know your NID and a password. You can look up both of these at the myUCF website.

- View your registration appointment on myUCF. Login and choose “Student Self-Service” and look in the “Student Center.” Your enrollment appointment is displayed in the blue box on the right side of the page.

- To begin planning your class schedule, from the “Student Center”, choose “Search” under the “Academics” window. Use the Class Search/Browse Catalog area to search for classes. Make some backup selections in case a class is closed by the time you register. You may also need to contact your program in the event that your program requires a permission number in order to register for certain courses.

- If you are expecting financial aid, make sure to take care of any requests from the Office of Student Financial Assistance. Check their website at http://finaid.ucf.edu for an explanation of important topics, such as program eligibility and enrollment requirements, estimated aid and disbursement. For more information on additional funding resources for graduate students, please visit https://funding.graduate.ucf.edu. You can check your specific financial aid information in myUCF. Login and choose “Student Self-Service” and in the “Student Center” look under “Financial Aid.” If you have questions about your financial aid, contact Student Financial Assistance.

- If you will have a credit balance on your student account due to a fellowship or loan, consider providing your bank information to set up direct deposit. You can do this in myUCF under “Finances” in the Student Center by choosing “Student Direct Deposit”. Otherwise, a refund check would be mailed to your current mailing address in myUCF.

- Obtain your Fee Invoice through myUCF. Login and choose “Student Self-Service” and look at “My Account” under “Finances” in the Student Center. Read your fee invoice carefully. If you are expecting financial aid, check the Estimated Aid. If you are expecting other payments (for example, graduate tuition remission), check them as well. If you have questions about your Fee Invoice, contact Student Accounts.

- Pay your fees. If you have no Estimated Aid, then pay the “Due Charges” on the bottom right of the Fee Invoice. This amount due is calculated based on your current enrollment and all credits to your account. If the amount due is zero, you don’t have to pay anything. If you have Estimated Aid, subtract that amount from the “Due Charges” listed on your fee invoice for help in determining how much to pay. You may pay your fees at the kiosk in Millican Hall on the second floor or pay online through myUCF. Pay by the due date to avoid a late fee.

- Check the personal information section of myUCF to be certain your contact information is up-to-date.

- Stop by the UCF Card Office in the John T. Washington Center and get your UCF ID Card. You will need your driver’s license and either your UCFID or a copy of your class schedule (print if from myUCF).

- Once you have your class schedule, you can purchase the textbooks for your classes. You can visit the UCF Bookstore in person, or online at http://ucf.bncollege.com. You can also find your books conveniently through myUCF. Login and choose “Student Self Service”. In the “Academics” window, select “Class Schedule” in the drop down box, and click the Go arrows. Select the desired term, and select “Continue”. The link “Click here to order your textbooks now” will bring you to your customized textbook list. You can reserve books to pick up in person or have them shipped to your doorstep.

- If you plan to have a vehicle on campus, you will need to purchase a parking permit. The Parking Services website is at http://parking.ucf.edu. You must order online before picking up your permit at Parking Services, which is located in parking garage B, across from the Recreation and Wellness Center.

- Shortly before classes begin, be sure to check your registration on myUCF. Sometimes classrooms change and it’s a good idea to check this before reporting to class the first time.

- It’s also a good idea to check your student account on myUCF periodically. Login and choose “Student Self-Service” and look at “View My Account” in the “Finances” section of the Student Center. Check to see that your current Account Balance is zero.

- Check the Academic Calendar for important dates and deadlines. It is available at www.registrar.ucf.edu.
Welcome to graduate school! The College of Graduate Studies is here to help make your transition to graduate education as smooth as possible. Please use this flyer to become familiar with the many services and organizations across the university.

We are thrilled and hope you are excited about pursuing your graduate degree at University of Central Florida. UCF is now ranked in the top 5 percent of master’s programs in the United States based on numbers of master’s graduates. We are currently graduating over 2,500 master’s students and over 300 doctoral students each year.

We truly hope your experiences at UCF will be wonderful. There is much to be learned and there are many opportunities for your personal and professional growth. We urge you to make the most of your time here by establishing long-term connections with your classmates and professors, as the relationships you build now will be invaluable in the future and as you become one of our distinguished alumni.

As a UCF graduate student, your life should be about more than just academics. Take time to attend a football game or other sporting event, explore the variety of student services available to you, or consider joining one of the over 600 campus clubs and organizations, such as the Graduate Student Association.

Each and every day our students, faculty, and staff ensure that “UCF Stands for Opportunity.” We hope you will take the opportunities awaiting you to reach your full potential as a UCF graduate student.

Best wishes in your graduate program,

UCF College of Graduate Studies
University Resources

Academic Calendar
www.registrar.sdes.ucf.edu/calendar

Athletics
407-823-3213
www.ucfknights.com

Bookstore
407-823-2665
http://ucf.bncollege.com

Career Services
407-823-2361
http://career.ucf.edu

Cashier’s Office
407-823-2614
www.fa.ucf.edu

Central Florida Future
407-447-4555
www.centralfloridafuture.com

Center for Multilingual Multicultural Studies (CMMS)
407-823-5515
www.cmms.ucf.edu

Computer Services and Telecommunications
407-823-5117
www.cst.ucf.edu

Continuing Education
407-882-0260
www.ce.ucf.edu

Counseling Center
407-823-2811
http://caps.sdes.ucf.edu

Creative School for Children
407-823-2726
http://csc.sdes.ucf.edu

Dining Services
407-823-2651
www.campusdish.com/en-us/CSS/UnivCentralFlorida

Experiential Learning
407-823-2667
www.explearning.ucf.edu

Faculty Center for Teaching and Learning
407-823-3544
www.fctl.ucf.edu

Graduate Student Association
407-823-6215
www.gsa.ucf.edu

Graduate Student Center
407-823-4689
www.graduate.ucf.edu/gradcenter

Health Services
407-823-2701
www.hs.sdes.ucf.edu

Integrity and Ethical Development
407-823-3477
www.ied.sdes.ucf.edu

International Services Center
407-823-2337
www.intl.ucf.edu

Knights Email
407-823-5117
https://extranet.cst.ucf.edu/kmailselfsvc

Library
407-823-2580
http://library.ucf.edu

NID Lookup
https://my.ucf.edu/nid.html

Office of International Studies
407-882-2300
www.international.ucf.edu

Parking and Transportation
407-823-5812
www.parking.ucf.edu

Pathways to Success
gradworkshops@ucf.edu
www.students.graduate.ucf.edu/pathways

Preparing Tomorrow’s Faculty Program
407-823-3544
www.fctl.ucf.edu

Recreation and Wellness Center
407-823-2408
http://rwc.sdes.ucf.edu

Regional Campuses
407-823-4547
www.regionalcampuses.ucf.edu

Registrar’s Office
407-823-3100
www.registrar.ucf.edu

Research and Commercialization
407-823-3778
www.research.ucf.edu

Student Account Services
407-823-2433
www.studentaccounts.ucf.edu

Student Conduct
407-823-4638
www.osc.sdes.ucf.edu

Student Disability Services
407-823-2371
www.sds.sdes.ucf.edu

Student Escort and Patrol Service (SEPS)
407-823-2424
http://police.ucf.edu/Escort.html

Student Financial Assistance
407-823-2827
http://finaid.ucf.edu
## Colleges Contact Information

### Burnett School of Biomedical Sciences
- **Affairs**
  - [www.cbo.ucf.edu](http://www.cbo.ucf.edu)
  - cohagraduate@ucf.edu
  - 407-823-4025
  - HPA1- Suite 355
- **College**
  - [www.edu.ucf.edu](http://www.edu.ucf.edu)
  - cbagrad@bus.ucf.edu
  - 407-235-3917
  - BA 1 Room 230
- **College of Education and Human Performance**
  - [www.edu.ucf.edu](http://www.edu.ucf.edu)
  - edgrad@ucf.edu
  - 407-823-5369
  - Education Suite 115
- **College of Engineering and Computer Science**
  - [www.cecs.ucf.edu](http://www.cecs.ucf.edu)
  - gradengr@ucf.edu
  - 407-823-2455
  - ENG 1 Room 107
- **College of Graduate Studies**
  - [www.graduate.ucf.edu](http://www.graduate.ucf.edu)
  - graduate@ucf.edu
  - 407-823-6131
  - CS 250
- **College of Health and Public Affairs**
  - [www.ohs.ucf.edu](http://www.ohs.ucf.edu)
  - varc.sdes.ucf.edu
  - 407-823-2707
  - MH 230

### University Writing Center
- [www.uwc.ucf.edu](http://www.uwc.ucf.edu)

### Venture Accelerator
- [www.venturelab.ucf.edu](http://www.venturelab.ucf.edu)

### Veteran Services
- [www.varc.sdes.ucf.edu](http://www.varc.sdes.ucf.edu)

### Victim Services
- [www.victimservices.ucf.edu](http://www.victimservices.ucf.edu)

### Student Government Association
- 407-823-2191
- [http://ucfsga.com](http://ucfsga.com)

### Student Involvement
- 407-823-6471
- [http://osi.ucf.edu](http://osi.ucf.edu)

### Student Legal Services
- 407-823-2538
- sls.sdes.ucf.edu

### Students Rights and Responsibilities
- 407-823-4638
- [http://osrr.sdes.ucf.edu](http://osrr.sdes.ucf.edu)

### Student Union
- 407-823-3677
- [http://studentunion.ucf.edu](http://studentunion.ucf.edu)

### UCF Alumni Association
- 407-823-2586
- [www.ucfalumni.com](http://www.ucfalumni.com)

### UCF Card Services
- 407-823-2100
- [www.ucfcard.ucf.edu](http://www.ucfcard.ucf.edu)

### University Ombuds Office
- 407-823-6440
- [http://ombuds.ucf.edu](http://ombuds.ucf.edu)

### University Police Department
- 407-823-5555
- [http://police.ucf.edu](http://police.ucf.edu)

### College of Medicine
- [www.med.ucf.edu](http://www.med.ucf.edu)
  - mdadmissions@ucf.edu
  - 407-266-1000
  - 6850 Lake Nona Boulevard
  - Orlando, FL 32827

### College of Nursing
- [www.nursing.ucf.edu](http://www.nursing.ucf.edu)
  - [gradnurse@ucf.edu](http://gradnurse@ucf.edu)
  - 407-823-2744
  - University Tower, Ste 300

### College of Optics and Photonics
- [www.creol.ucf.edu](http://www.creol.ucf.edu)
  - gradprog@creol.ucf.edu
  - 407-823-6800
  - CREOL 1

### College of Sciences
- [www.cos.ucf.edu/graduate](http://www.cos.ucf.edu/graduate)
  - cosgrad@ucf.edu
  - 407-823-6131
  - CS 250

### Rosen College of Hospitality Management
- [www.hospitality.ucf.edu](http://www.hospitality.ucf.edu)
  - rchminfo@ucf.edu
  - 407-903-8000
  - 9907 Universal Blvd.
  - Orlando, FL 32819