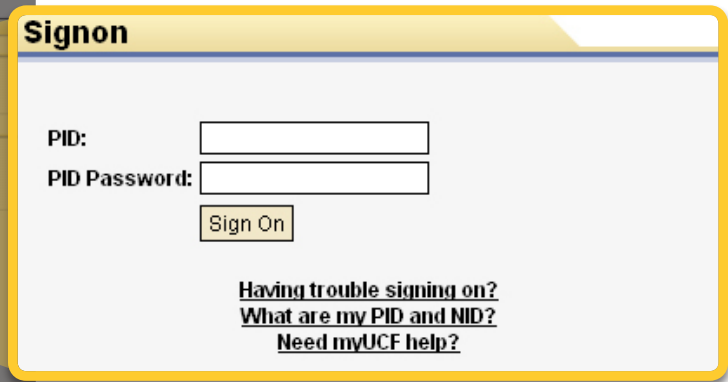
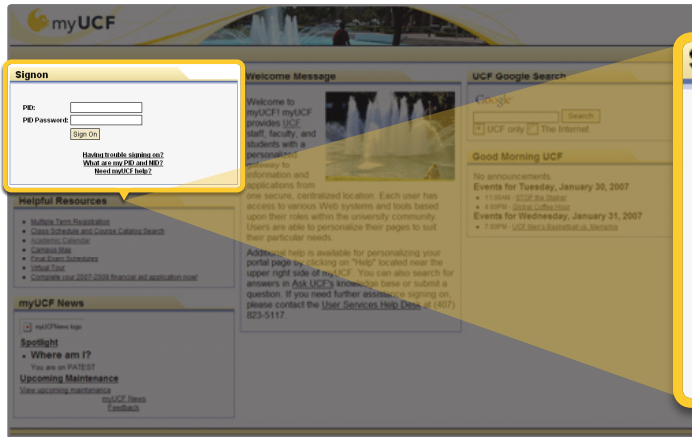


# myUCF for Graduate Students

<https://my.ucf.edu>

## Logging In »



Enter your PID and PID password, and then click the "Sign On" button.

## Your PID »

**PID** is your Personal Identification. The current PID format is the first letter of your first name followed by seven numbers. If you do not know your PID, use the PID/NID lookup link.

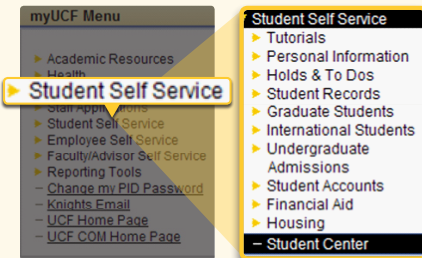
**PID Password - First time users of myUCF must use the default password: PYMMDD**

Your default password is a capital **P**, followed by your birthdate in the form **YYMMDD**

Example: P810310 for March 10, 1981

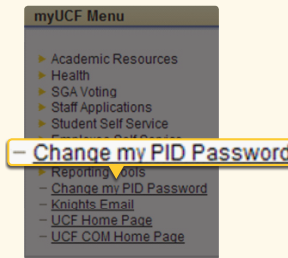
**Forgot your PID password?** If you have a UCF ID card, use the Forgot my PID password? link. If you don't have a UCF ID card, call the Service Desk at 407-823-5117 and ask to have your PID password reset to the default format.

## Student Self Service »



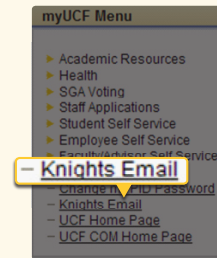
Your Student Center is the main place to go to stay in touch and keep your records current

## Change my PID Password »



Change your PID Password here every now and then

## Knights Email »



Activate your account and learn about what you can do with it here

## Your Student Center »

Use "Your Student Center" to:

- View your account and fee invoice, and update your bank information for direct deposit of financial aid
- Pay your fees online
- Make changes to your contact information
- Apply for a Graduate Travel Fellowship
- Check on your academic petitions, status changes, and record requests (grade changes, etc.)
- See graduate announcements
- Review your graduate fellowships, paid health insurance, GTA requirements completed, and GTA performance assessments from your faculty supervisor

**myUCF Student Center**

Academics - Undergraduate and Graduate Careers

CLASS SEARCH/BROWSE CATALOG

Enrollment Bulletin Board Academic Calendar

This Week's Schedule

Class	Schedule
MHS 6221-C001 LEC (59967)	Tu 1:00PM - 3:50PM ED 0190

weekly schedule enrollment shopping cart

other academic...

My Account

You have no outstanding charges at this time.

Due Charges / ePay

To View: Charges use the View Your Account link. Tuition, Due Date, Deferments use Fee Invoice link.

My Advisor: None Assigned

**myUCF Student Center**

Academics - Undergraduate and Graduate Careers

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weekly schedule enrollment shopping cart

other academic... (dropdown menu open)

- Class Schedule
- Course History
- Degree Audit
- Enrollment Bulletin Board
- Enrollment: Add
- Enrollment: Drop
- Enrollment: Swap
- Enrollment: Verification
- Grade Forgiveness: Application
- Grade Forgiveness: Status
- Grades
- Incomplete Grade
- Intent to Graduate: Apply
- Intent to Graduate: Status
- Intent to Graduate: Surveys
- Transcript: Order Status
- Transcript: Request Official
- Transfer Summary Report
- other academic...

My Account

View My Account

Fee Invoice

Student Direct Deposit

Due Charges / ePay

To View: Charges use the View Your Account link. Tuition, Due Date, Deferments use Fee Invoice link.

My Advisor: None Assigned

**myUCF Student Center**

Personal Information

Contact Information

Mailing Address	Permanent Address
1234 Main Street Apt 101 Orlando, FL 32809 CFR41	1234 Main Street Apt 101 Orlando, FL 32809 CFR41

Phone Numbers: 407.925.5555 Email Addresses: msalright@rights.ucf.edu

Undergraduate Admissions

Undergraduate Application Status

Graduate Students

Request Information Apply For Admission

Application Status

choose Graduate Form

Record Change Request Status

Bulletin Board

Graduate Funding

International Students

International Students Bulletin Board

**myUCF Student Center**

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Contact Information

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Phone Numbers: 407.925.5555 Email Addresses: msalright@rights.ucf.edu

Undergraduate Admissions

Undergraduate Application Status

Graduate Students

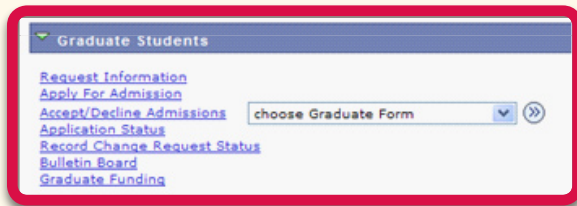
choose Graduate Form (dropdown menu open)

- Record Change Request Status
- Bulletin Board
- Graduate Funding

International Students

International Students Bulletin Board

## Graduate Students »



Record Change Request Status shows the status of petitions, status changes and administrative record requests.

**Record Change Request Status**

If you have questions about the status of your request, please contact the College of Graduate Studies Office of Student Services at 407/823-2766.

- Email [gradchange@mail.ucf.edu](mailto:gradchange@mail.ucf.edu) for the status of administrative record change requests, special leave of absence, traveling scholar, and grade changes.
- Email [gradrcrd@mail.ucf.edu](mailto:gradrcrd@mail.ucf.edu) for the status of petitions.

Please allow 5 business days after the date of approval for final processing.

**Petitions**

Evaluation Code	Description	Evaluation Date	Evaluation Status

You have no petitions at this time.

**Status Changes**

Evaluation Code	Description	Evaluation Date	Evaluation Status
GADOCSTATF	Grad Appeal Doc Can Status For	05/13/2010	Approved

**Administrative Record Requests**

Evaluation Code	Description	Evaluation Date	Evaluation Status
GGRDCHNG	Grade Change Request	05/12/2009	In Progress
GGRDCHNG	Grade Change Request	05/12/2009	Approved

Graduate Funding shows information about your fellowships, health insurance, GTA requirements, and GTA performance assessments.

**Graduate Funding**

If you have questions about the information provided here, please contact the College of Graduate Studies Office of Graduate Financial Assistance at 407-823-2766.

- Email [gradtravel@mail.ucf.edu](mailto:gradtravel@mail.ucf.edu) for the status of Graduate Travel Fellowship applications and payments.
- If you are a university fellowship student, email [gradfellowship@mail.ucf.edu](mailto:gradfellowship@mail.ucf.edu) if you have questions about your fellowship.
- Email [gradassistantship@mail.ucf.edu](mailto:gradassistantship@mail.ucf.edu) for the status of health insurance coverage paid by the College of Graduate Studies.
- Email [gradgta@mail.ucf.edu](mailto:gradgta@mail.ucf.edu) if you have questions about GTA requirements or training. Questions regarding GTA Performance Assessments should be directed to your faculty supervisor for the GTA assignment.

**Fellowships**

Aid Year	Term	Fellowship Description	Status	Amount
2007-2008	Spring	Grad Travel Fellowship	Paid	300.00
2009-2010	Summer	Grad Travel Fellowship	Off/Accept	300.00

**Health Insurance Coverage**

Term	Health Ins	Stipend Type	Description
Fall 2009	Yes	Assistant	
Spring 2010	Yes	Assistant	

**GTA Requirements**

GTA Training	Status	Description
Grad GTA Training	Attended	GTA Wkshp Attndee Prior To Fall 04
GTA Policy & Procedure Module	Attended	GTA Policies Module Fall 07
Grad GTA Training	Attended	GTA D2 Associate Training FA07
Grad GTA Training	Attended	GTA D1 Assistant Training FA07

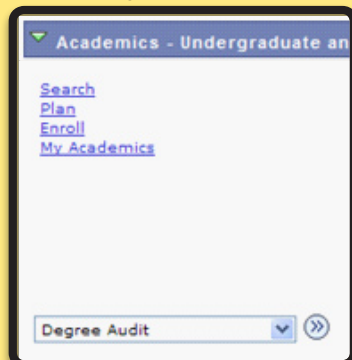
**GTA Performance Assessments**

GTA Term	GTA Assignment	Rating	Faculty Supervisor

## Viewing Your Degree Audit »

You can get your degree audit through myUCF. A degree audit is a map of courses you must successfully complete to graduate. You should check your degree audit each semester to ensure that all courses taken are being counted toward graduation requirements.

**Where is my degree audit?** - In your Student Center > Academics area > choose Degree Audit and hit the arrow



Request Report Results

Student

1112222 Ima Knight Submit Report

Choose this option to run a degree audit for your current (default) degree program(s):

Program	Major	Catalog Year
BCBS	Molecular Biology and Microbiology	Spring 2009

On the Request Report page, you can choose whether to run the audit for the default program that shows at the top of the page or manually select another program from the box below to run a "What If" audit.

Request Results

ID 0222222 Name Ima Knight Refresh

**Audit Results** Find First 1 of 24 of 24 Last

Req Date/Time:	Run Date/Time	Plan	
09/11/2009 2:42:00PM	09/11/2009 2:42:00PM		<a href="#">View Audit</a>

To view the degree audit, click on the Results tab at the top of the page. On the Results page, click the Refresh button until the View Audit link displays. Then, click on the View Audit link.

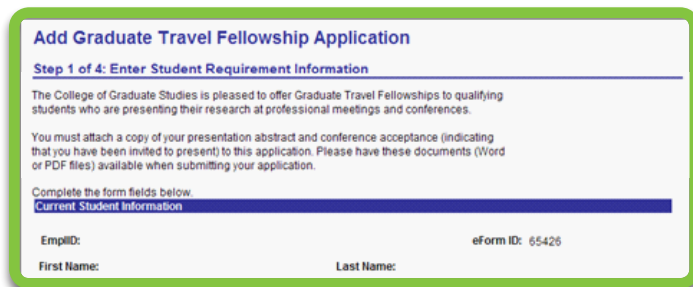
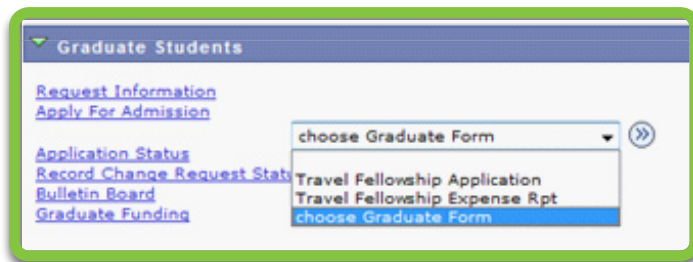
## Applying for a Graduate Travel Fellowship »

The Graduate Travel Fellowship is a great opportunity for enrolled doctoral, master's, and specialist students to receive funding to deliver a research paper or comparable creative activity at a professional conference. Students must be the primary author and presenter.

For more info - Go to [www.students.graduate.ucf.edu](http://www.students.graduate.ucf.edu) and look in the Student Finances area

## Where is the application? »

In your Student Center > Graduate Students area > choose Graduate Form > Travel Fellowship Application and hit the arrow. Later, if you're awarded a travel fellowship, you'll also need to complete the Expense Report after traveling.



## Employee Self Service »

If you have a graduate assistantship or UCF employment, Employee Self Service will be helpful to you. It has a Payroll and Compensation page where you can view your paycheck and compensation history, W-2 and W-4 forms information, and set up direct deposit for your paycheck (this is a different direct deposit from the myUCF Student Accounts direct deposit, which is for financial aid disbursements).

