

ENROLLMENT CHECKLIST FOR students starting in spring

- You will receive notification regarding your admission status and automatic scholarship awards approximately two weeks after all materials have been received. For assistance, see CatPAWS from the resources tab on nwmissouri.edu or contact us at 800.633.1175.
- Complete the **housing agreement** (Go online to CatPAWS to complete and submit a housing agreement). Submit \$50 prepayment. Room assignment will not be made until the housing agreement and prepayment are both received. (refundable if canceled by Dec. 1 for spring attendees)

OR

- If applicable complete and send back the **Commuting to Northwest** card located inside the front cover of your Acceptance booklet (freshmen, don't forget to have it notarized).
- Complete the **health history form** (found stapled in the middle of your Acceptance booklet or online at nwmissouri.edu/wellness/beforenw.htm) and return it to Wellness Services at least 30 days before classes begin.
- Beginning Jan. 1 or after, submit the **Free Application for Federal Student Aid** (FAFSA). Northwest's code number is 002496. To apply electronically, go to nwmissouri.edu/finaid/forms.htm.
- Receive a financial aid award package for your review and acceptance.
- Respond to invitation for **Orientation and Registration**. See nwmissouri.edu/admissions/orientation.
- Attend **Orientation and Registration** program to receive your spring course schedule and meet with an academic advisor. Submit your health history form to Wellness Services. See nwmissouri.edu/admissions/orientation.
- Room and roommate assignment posted on CatPAWS in December.
- Have official ACT/SAT scores and final transcripts sent if requested.
- Receive your billing statement mid-Dec. First quarterly installment or full payment is due Jan. 15.
- Before classes begin, contact your roommate. Get to know each other and discuss what you'll bring to Northwest.
- Register your car and purchase a parking permit and sign the notebook contract in CatPAWS.
- Complete enrollment verification which becomes available via CatPAWS by the end of December.
- Move into your residence hall the weekend before classes begin.
- You must provide documentation of your meningitis shot to Wellness Services. You will not be allowed to move into your room unless they have your paperwork on file.