



# New Student Checklist - ATHLETE

## Fall 24


Congratulations on being accepted to Columbia International University!

This checklist is designed to help you become RAM READY!


Sections are divided into MONTHS when items can be worked on.

If you are accepted mid-year, just follow the steps in order.


AFTER ACCEPTANCE

**SECURE YOUR SPOT!**  [ciu.edu/deposit](https://ciu.edu/deposit)

- Submit \$100 Enrollment Deposit
- Submit \$100 Housing Deposit (Resident Students only)


**COMPLETE FAFSA** (Free Application for Federal Student Aid)  [studentaid.gov](https://studentaid.gov)

- CIU FAFSA code: 003429
- You may need help from your parent/guardian due to the specific tax/financial questions.
- This is how federal, state and institutional aid is awarded from CIU.

 Contact Admissions | [admissions@ciu.edu](mailto:admissions@ciu.edu) | 803.807.5024

**LOGIN TO MyCIU (Student Portal)**  [my.ciu.edu](https://my.ciu.edu)

- Your login/password and Student ID# were sent to your personal email upon acceptance.
- This will be your go-to place to find information about housing, financial aid, your bill, etc.

 Contact Admissions | [admissions@ciu.edu](mailto:admissions@ciu.edu) | 803.807.5024

**REGISTER WITH NAIA TO DETERMINE ELIGIBILITY**  [play.mynaia.org](https://play.mynaia.org)

- Create your Student Profile (check often for tasks to complete).
- Order all high school, dual enrollment and college transcripts to be sent directly to NAIA.
- HomeSchool Students have specific requirements. Call Rebecka Vessey at 803.807.5043 to discuss.
- NAIA is responsible for determining eligibility of first time athletes prior to competing.
- This decision can be as late as August depending on how quickly you submit paper work.
- Look at JUNE section on this checklist for final steps.

**SUBMIT TEST SCORES**

- SAT and ACT get submitted to NAIA.
- AP and CLEP scores get submitted to CIU (must be sent directly from College Board).


**REGISTER WITH FRONT RUSH**  [frontrush.com](https://frontrush.com)

- Complete Student Questionnaire.
- You will receive an email about Front Rush in June requesting you to complete many documents.

 Contact Rebecka Vessey, Director of Athletic Compliance | [rebecka.vessey@ciu.edu](mailto:rebecka.vessey@ciu.edu) | 803.807.5043

**HOUSING SURVEY** (Residential Students)  [my.ciu.edu>Resident Life>Campus Life](https://my.ciu.edu/ResidentLife/CampusLife)

- This will house you in a dorm room and match you with a roommate based on your preferences.
- Once you are matched, find your roommate info on my.ciu.edu
- To live off campus, you must meet specific criteria. Request the Appeal Form from Admissions.

 Contact Residence Life | [reslife@ciu.edu](mailto:reslife@ciu.edu) | 803.807.5488


 **RESEARCH OUTSIDE SCHOLARSHIPS**  [ciu.edu/outside-scholarships](https://ciu.edu/outside-scholarships)
 **REGISTER FOR AN ADMITTED STUDENT DAY**  [ciu.edu/admitted](https://ciu.edu/admitted)

- Required event offered Friday, May 17 or Friday, June 14 for New Students.

 Contact Visit CIU | [visitciu@ciu.edu](mailto:visitciu@ciu.edu) | 803.807.5058


 **ACCOMODATIONS & RESOURCES**  [ciu.edu/academic-success-center](https://ciu.edu/academic-success-center)

- Our Academic Success Center provides personalized accommodations and assistance for students with physical impairments, learning disabilities, dietary restrictions, mental health needs, etc.
- Provides mentoring and tutoring services, a program for Hope Scholarship recipients and more!

 Contact Academic Success Center | [academicsuccess@ciu.edu](mailto:academicsuccess@ciu.edu) | 803.807.5611

 **ACCEPT FINANCIAL AID OFFER & COMPLETE DOCUMENTS**  [my.ciu.edu>My Financial Aid](https://my.ciu.edu/MyFinancialAid)

- Financial Aid will compile Athletic award packages in late March.
- If you submit FAFSA later, awards typically take about 3-4 weeks to process.
- You will receive an email with your Financial Package offer and digital document to sign.
- If you accept package, complete the Docusign Financial Aid Agreement.
- Then accept/decline your awards and complete any documents in your MyCIU student portal.

 Contact Patricia Campbell, Financial Aid | [finaid@ciu.edu](mailto:finaid@ciu.edu) | 803.807.5036

 **SIGN LETTER OF INTENT**

- After signing the Financial Aid Agreement, you will receive a Docusign Letter of Intent through email.
- This can be signed earlier than February if you agree with an ESTIMATED Financial Aid Package.

 **LOGIN TO CIU EMAIL**  [outlook.office.com](https://outlook.office.com)


- You will receive an email with your CIU email address and password (on or after March 15).

 Contact Information Technology | 803.807.5199

 **REGISTER FOR CLASSES AFTER MARCH 15**  [my.ciu.edu>Academics](https://my.ciu.edu/Academics)

- Detailed instructions on how to register can be found at the link above.
- Need help? Meet virtually with an Academic Advisor | <https://calendly.com/rebecka-vessey>
- Once registered, your books will automatically be ordered. See AUGUST section for more info.


 Contact Rebecka Vesey | [rebecka.vessey@ciu.edu](mailto:rebecka.vessey@ciu.edu) | 803.807.5043

 **SUBMIT FERPA** (Permission To Access Records)  [my.ciu.edu>Academics>Forms>FERPA](https://my.ciu.edu/Academics/Forms/FERPA)

- Gives permission for your Parents/Guardians to access your records.
- You will need your CIU email and password to complete.

**ATTEND ADMITTED STUDENT DAY**  [ciu.edu/admitted](https://ciu.edu/admitted)

- Required event offered Friday, May 17 or Friday, June 14 for New Students.
- Meet future classmates, register for classes, review financial offers.

 Contact Visit CIU | [visitciu@ciu.edu](mailto:visitciu@ciu.edu) | 803.807.5058

 **COMPLETE SPORTS PHYSICAL**  [ciu.rams/compliance](https://ciu.rams/compliance)

- You must have an up to date physical completed AFTER May 1.
- You will receive an email with the PDF Document for physician to complete.
- The completed document must be uploaded to Front Rush.

 **COMPLETE CIU HEALTH FORM**  [ciu.edu/healthservices](https://ciu.edu/healthservices)

- PDF Form included with this checklist and will also be emailed to you.
- Complete the form and provide a copy of your insurance card and immunizations records.
- TB test is required.
- The completed form and attachments must be sent to TWO PLACES:

1. Upload to Front Rush AND
2. Email form and documents to [sally.kennedy@ciu.edu](mailto:sally.kennedy@ciu.edu)


 Contact Health Services | [sally.kennedy@ciu.edu](mailto:sally.kennedy@ciu.edu) | 803.807.5056

 **REQUEST FINAL TRANSCRIPTS**  [play.mynaia.org](https://play.mynaia.org)

- FINAL high school, dual enrollment and college transcripts are required for eligibility.
- FINAL transcripts typically become available June 1. (Fee waivers are available if you qualify).
- Dual Enrollment courses are only accepted through your college transcript.

 **REVIEW & RESOLVE BILL**  [my.ciu.edu>Finances>Payment Plan](https://my.ciu.edu/Finances/PaymentPlan)

- Bills will be ready by mid-July.
- If you select the interest free payment plan, your first installment must be paid by **AUGUST 14.**
- If you select to pay your bill in full, payment must be made by **AUGUST 14.**

 Contact Student Accounts | [ciuaccounting@ciu.edu](mailto:ciuaccounting@ciu.edu) | 803.807.5016

 **ADMITTED STUDENTS WEBINAR**  [ciu.edu/webinars](https://ciu.edu/webinars)

- Wednesday, July 24 at 4:00 PM (Registration Link above).
- For Parents & Students. Helpful information for completing checklist items and being RAM READY!

 **SUBMIT PHOTO FOR STUDENT ID**


- Take photo in front of white backdrop/wall
- Email pic to [RamID@ciu.edu](mailto:RamID@ciu.edu) | Subject Line: Your FIRST & LAST NAME, STUDENT ID#
- You will receive an automated confirmation email that it has been received.
- ID will be ready for you in August during move in/check in.

 **READ STUDENT HANDBOOK**  [my.ciu.edu>Campus Life>Student Handbook](https://my.ciu.edu/CampusLife/StudentHandbook)


- Submit Digital Acknowledgement Statement at end of booklet.

**REGISTER YOUR VEHICLE**  [my.ciu.edu>Campus Life>Home>Vehicle Registration](https://my.ciu.edu/CampusLife/Home/VehicleRegistration)


- Parking decals can be picked up at the Security Office when you move in/check in.

 Contact Security | 803.807.5555


 **TEXTBOOKS**

- Textbook rentals are included in the cost of tuition and are automatically ordered after you register for classes.
- Physical Textbooks will be in your room at move in.
- Digital Textbooks  [ciu.slingshotedu.com>Login](https://ciu.slingshotedu.com/Login)
  - User Name = Your CIU email | Password = Student ID
- Commuters can pick up books at the bookstore.

 Contact Slingshot|support@slingshotedu.com|888.392.2930

 **MOVE IN** (Resident Athletes)  [ciu.edu/resident](https://ciu.edu/resident)

- Find your sport's move in date/time at the link above.


 **CHECK IN** (Commuter Athletes)  [ciu.edu/commuter](https://ciu.edu/commuter)

- Find your sport's check in date/time at the link above.

 **ATTEND ATHLETIC RETREAT**

- SUN AUG 18 - TUE AUG 20

 **START CLASSES MONDAY, AUGUST 26!**  [ciu.campusapp.com](https://ciu.campusapp.com)

- CIU App - Download from the App Store or Google Play for update-to-date campus information.
- CIU Alert - Students are automatically registered for our campus emergency notification service.
  - Parents & Guardians can be added by signing into  [ciu.omnilert.net](https://ciu.omnilert.net)