



# Admitted Student Checklist - Transfer Students

[www.missouristate.edu/transferto](http://www.missouristate.edu/transferto)

If you have fewer than 24 transferable hours earned after high school you are required to attend a Student Orientation, Advisement and Registration session. You can learn more about SOAR at [www.missouristate.edu/soar](http://www.missouristate.edu/soar).

## Activate your Bearpass account

Visit [MissouriState.edu/getaccount](http://MissouriState.edu/getaccount) and use your BearPass number and activation code, provided in your admission letter, to create a BearPass ID and password. Your BearPass ID and password are used to access your information portal for many functions, services, and resources at Missouri State, including registration. Your University email account will be used by the University for official communication. Previous MSU Dual Credit students have a BearPass ID, password and email account and will not need an activation code. If assistance is needed to reset your password, email [helpdesk@missouristate.edu](mailto:helpdesk@missouristate.edu).

## Complete Transfer Student Orientation

After establishing your My.MissouriState.edu account, complete the approximately 60 minute online orientation, which will be available the semester before you enroll. This is required in order to register for classes.

Access the transfer orientation:

- Channels are the sections within a particular tab
- [My.MissouriState.edu/Student](http://My.MissouriState.edu/Student) tab/My Transfer Info channel/Access Transfer Orientation

If you have questions or experience problems, please contact Admissions at [Transfer@MissouriState.edu](mailto:Transfer@MissouriState.edu).

## Review your Transfer Credit Evaluation

It is important that you understand your transfer credit evaluation. Access your transfer credit evaluation at:

- [My.MissouriState.edu/Student](http://My.MissouriState.edu/Student) tab/My Transfer Information channel/Transfer Credit Evaluation

Core 42 resources are provided at [www.missouristate.edu/generaleducation/core](http://www.missouristate.edu/generaleducation/core). If you feel that elective credit was awarded for a course that should be an equivalent course at MSU you may request a re-evaluation. Speak with your advisor and visit the website for information on the process:

[www.missouristate.edu/admissions/understandingtransfercreditevaluation.htm](http://www.missouristate.edu/admissions/understandingtransfercreditevaluation.htm).

## Meet with your Advisor

**Before you register you are required to meet with an academic advisor in person (preferred), via phone, or through Zoom.** Visit the [Transfer Center](#) website to see the list of [Advisors for Transfer Students](#) and contact the academic advisor of your major to discuss appointment options. You will not be able to register until you have received an advisor release. If you need the physical address to a campus building, please view our [list of campus addresses](#). Visit the [Parking on Campus](#) website for parking options.

### Adult Student Services

The Office of Adult Student Services works with students who have been out of school for an extended period of time, are married or have children, plan to attend part-time, in the evening or have other special questions or needs sometimes experienced by adult students returning to school. For advising assistance & information about special orientation & registration options, visit them online at [www.adultstudents.missouristate.edu](http://www.adultstudents.missouristate.edu) (417-836-6929 or 877-678-2005).

## Register for Classes

To view when you will be able to register for classes and for other helpful tools and information (such as a registration demo video), go to [www.missouristate.edu/registrar/registration.htm](http://www.missouristate.edu/registrar/registration.htm).

To register online, login to:

- [My.MissouriState.edu/Registration](http://My.MissouriState.edu/Registration) tab/My Registration channel/Add or Drop Classes

Additional registration process assistance is available at the Office of the Registrar in Carrington Hall 320 or 417-836-5520.

### Math Placement

If you have **not** taken Math 103 or higher, then you may need to take a placement exam. For more information, go to [www.missouristate.edu/GeneralEducation/math\\_placement.htm](http://www.missouristate.edu/GeneralEducation/math_placement.htm).

## Final Transcripts

If you were admitted prior to completing all coursework at another college or university, please request a final, official transcript to be sent to the Missouri State Office of Admissions. If you have completed an Associate of Arts degree (AA or AAT) or 42-hour certified block, you have fulfilled MSU's general education requirements.

## Financial Aid

Missouri State offers transfer financial aid grants, loans and scholarships (October 1 or March 1 deadlines). To learn more, go to [www.missouristate.edu/financialaid](http://www.missouristate.edu/financialaid). If you have not already completed the Free Application for Federal Student Aid (FAFSA), you may do so at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). (Missouri State University FAFSA code: 002503) Financial Aid is located in Carrington 101; contact them at 417-836-5262 or toll free 800-283-4243.

## Visit Campus

Visiting campus and taking a tour can be very helpful in your transition and some items on this list can be done while on campus. To schedule a tour, go to [www.missouristate.edu/visit](http://www.missouristate.edu/visit) or call Admissions at 417-836-6614. A \$2 visitor parking permit can be purchased at the Transit Operations Center at 700 East Elm.

**Obtain your BearPass ID Card** (Missouri State Student ID card, [www.missouristate.edu/bearpasscard](http://www.missouristate.edu/bearpasscard)) in Plaster Student Union, room 128. You will need a government-issued photo ID (such as a driver's license or state ID) to obtain your BearPass ID at no charge. Please verify that your name in your admission letter we sent you is the same as your government-issued ID. If it is different you need to change your name on our record to match your government-issued ID by contacting the Office of the Registrar at 417-836-5520.

**Obtain your Parking Permit** through your **My.MissouriState.edu** account/Campus Life tab/ Parking channel/My Parking/Parking Permit Registration. The Parking Administration Office hours of operation are 8:00 a.m. - 4:30 p.m., Monday through Friday. For more information, call 417-836-4825 or visit their website, [www.missouristate.edu/safetran/transportation](http://www.missouristate.edu/safetran/transportation).

## Housing & Dining

**On-Campus:** Review on campus housing options at [www.reslife.missouristate.edu](http://www.reslife.missouristate.edu). Single students under 21 with fewer than 27 hours of transferable hours (earned after high school graduation) are required to live in university housing and must complete an application for university housing. For questions, please contact the Department of Residence Life, Housing and Dining Services, located in Hammons House 104, or at 417-836-5536 or 800-284-7535.

**On-Campus Meal Plan** - Visit [DineOnCampus.com/MissouriState](http://DineOnCampus.com/MissouriState) and **Click** Commuter Students to review options. Contact Dining Services if interested in the Bear Pack Plan. Visit Dining Services in Blair-Shannon 114 or call 417-836-3057 for questions.

## Purchase Your Books

You may purchase books online at [shop.missouristatebookstore.com/courselistbuilder.aspx](http://shop.missouristatebookstore.com/courselistbuilder.aspx) or while you are on campus at the University Bookstore. The Bookstore is open year round for the purchase of textbooks, course materials, BearWear and much more. For additional information and hours please contact the University Bookstore at 417-836-5403 or visit online at [www.missouristatebookstore.com](http://www.missouristatebookstore.com). Books may be charged to your student account.

## Get Involved at Missouri State

Involved students are more likely to graduate, feel more connected to the university, and are more familiar with university resources. The Office of Student Engagement provides many ways to get involved at MSU. View our 375+ student organizations through:

- [My.MissouriState.edu](http://My.MissouriState.edu)/ Home tab/ Quick Links channel/ Campus LINK

## Veterans

If you are a Veteran or the dependent of a Veteran who is planning on utilizing your education benefits, please contact the Office for Veteran Student Services. You can get more information online at [www.missouristate.edu/veterans](http://www.missouristate.edu/veterans) or email [veteranservices@missouristate.edu](mailto:veteranservices@missouristate.edu).

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Updated October 16, 2020