



# Admitted Student Checklist - Transfer Students

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

## 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 MSU, 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](http://My.MissouriState.edu) account, complete the approximately 45-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:

- Cards are the sections within the My Missouri State portal
- [My.MissouriState.edu/Transfer](http://My.MissouriState.edu/Transfer) To-Do List/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/](http://My.MissouriState.edu/Transfer) Transfer To-Do List /Review transfer credit evaluation

Core 42 resources are provided at [missouristate.edu/generaleducation/core](http://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: [missouristate.edu/admissions/understandingtransfercreditevaluation.htm](http://missouristate.edu/admissions/understandingtransfercreditevaluation.htm).

## Meet with your Advisor

**If you are admitted for fall or summer, you are required to meet with an academic advisor during the spring semester. Spring admits will meet with advisors in the fall semester.** Visit the Transfer Center website at [missouristate.edu/transfer](http://missouristate.edu/transfer) 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's release. If you need the physical address to a campus building, please view our list of campus addresses. Visit the Parking on Campus website at [missouristate.edu/transportation/parking](http://missouristate.edu/transportation/parking) 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 and information about special orientation & registration options, visit them online at [adultstudents.missouristate.edu](http://adultstudents.missouristate.edu) (417-836-6929 or 877-678-2005).

## Register for Classes

After signing your enrollment agreement, 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 [missouristate.edu/registrar/registration.htm](http://missouristate.edu/registrar/registration.htm).

To register online, login to:

- [My.MissouriState.edu/Registration/Add, Drop or Search for Classes](http://My.MissouriState.edu/Registration/Add, Drop or Search for 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 [missouristate.edu/GeneralEducation/math\\_placement.htm](http://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 (June 1 or December 1 deadlines). To learn more, go to [missouristate.edu/financialaid](https://missouristate.edu/financialaid). If you have not already completed the Free Application for Federal Student Aid (FAFSA), you may do so at [fafsa.ed.gov](https://fafsa.ed.gov). (MSU 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 [missouristate.edu/visit](https://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.

**Your digital BearPass Card** serves as your campus identification, library card, meal plan, and more. Visit the BearPass Card Office website ([missouristate.edu/bearpasscard](https://missouristate.edu/bearpasscard)) to secure your digital BearPass.

**Obtain your Parking Permit** through your [My.MissouriState.edu/Parking](https://my.missouristate.edu/Parking) and Transportation/My Parking/Get Permits. 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, [missouristate.edu/safetran/transportation](https://missouristate.edu/safetran/transportation).

### Housing & Dining

**On-Campus:** Review on-campus housing options at [reslife.missouristate.edu](https://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](https://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

Purchase books online at [shop.missouristatebookstore.com/courselistbuilder.aspx](https://shop.missouristatebookstore.com/courselistbuilder.aspx) or while you are on campus. The university Bookstore carries textbooks, course materials, BearWear and much more. Contact the University Bookstore at 417-836-5403 or visit online at [missouristatebookstore.com](https://missouristatebookstore.com) for operating hours. 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 student organizations through:

- [missouristate.presence.io](https://missouristate.presence.io)

### 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 [missouristate.edu/veterans](https://missouristate.edu/veterans) or email [veteranservices@missouristate.edu](mailto:veteranservices@missouristate.edu).

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