

## Mount St. Mary's University New Student Checklist

### May

- Enroll and pay your deposit fee (Due: May 1)**  
Freshmen students- \$500; Transfer students- \$250  
<http://msmary.edu/admissions/accepted/>
  - **Contact:** Office of Admissions; [admissions@msmary.edu](mailto:admissions@msmary.edu), Phone: (800) 448-4347
  - **Complete financial consent form:** [http://msmary.edu/student-life/student-services/student-service\\_PDFs/Accounting-and-Finance-Record-FERPA-Release-Form.pdf](http://msmary.edu/student-life/student-services/student-service_PDFs/Accounting-and-Finance-Record-FERPA-Release-Form.pdf)
- Meet your Classmates and connect with Mount St. Mary's University on social media accounts**
  - Facebook: Mount St. Mary's University Admissions; <https://www.facebook.com/MSMUAdmissions/>
  - Facebook: Mount St. Mary's University Class of 2021; <https://www.facebook.com/msmclassof2021/>
  - Facebook: Mount St. Mary's University Transfer Students; <https://www.facebook.com/MSMTransfers/>
  - Twitter: @MountAdmissions; <https://twitter.com/MountAdmissions>
  - Instagram: @MountAdmissions
- Register and attend new student Orientation (Attend on June 16 or June 23)**  
<http://msmary.edu/student-life/orientation/>
  - **Contact:** Orientation Committee; [orientation@msmary.edu](mailto:orientation@msmary.edu), Phone: (301) 447-6783
- Receive Mount email account (last week of May)**
  - **Contact:** Information Technology Support Center; [ITSC@msmary.edu](mailto:ITSC@msmary.edu), Phone: (301) 447-5805
- Receive Student Loan Information**  
Financial aid recipients will receive instructions on how to apply for their student loans as well as additional loan options. All loans should be submitted prior to the July 15 payment deadline.
  - **Contact:** Financial Aid Office; [finaid@msmary.edu](mailto:finaid@msmary.edu). Phone: (301) 447-5207

### June

- Language Placement Test (Do before June Orientation)**  
[http://msmary.edu/College\\_of\\_liberal\\_arts/Department-of-Foreign-languages-literatures/language-placement-test.html](http://msmary.edu/College_of_liberal_arts/Department-of-Foreign-languages-literatures/language-placement-test.html)
- Submit final official transcripts**  
Please have all of your final official high school transcripts, AP scores and college transcripts sent to the Registrar's office.
  - **Contact:** the Registrar's office; [registrar@msmary.edu](mailto:registrar@msmary.edu), Phone: (301) 447-5215
- Apply for New Student Housing (Application opens: May 30; closes: June 30)**  
To apply, students will need their full Mount email and password and log onto the Symplicity Residence system. All incoming new students will receive their Mount email and password in their personal email after they have paid their deposit with the University: <https://msmary-residence.symplicity.com>

Information and instructions on how to complete the housing application, request a specific roommate or finding a roommate match, and request Special Accommodations Housing are featured on link below:  
<http://msmary.edu/student-life/residence-life/New-Student-Housing/>

- **Contact:** Office of Residence Life; [residencelife@msmary.edu](mailto:residencelife@msmary.edu), Phone: (301) 447-5274
- Get your Mount card picture taken either at Orientation or in August when you move in.** Please note that you will need to bring a driver's license, passport or state identification card for this process so we can verify identity. <http://msmary.edu/student-life/mountcard/>
- **Contact:** Mount Card office; [ktrout@msmary.edu](mailto:ktrout@msmary.edu), Phone: (301) 447-5348
- Consider attending one of our Pre-Orientation Trips-August 13-17<sup>th</sup> (registration opens on June 1)**  
[http://msmary.edu/student-life/orientation/pre\\_orientation\\_trips.html](http://msmary.edu/student-life/orientation/pre_orientation_trips.html)
- **Contact:** Please visit the Pre-Orientation website to contact the respective office for more trip information/questions!
- Student Health Form Requirements (bring to June orientation or submit by June 30)**  
[http://msmary.edu/student-life/student-services/health\\_services/requirements.html](http://msmary.edu/student-life/student-services/health_services/requirements.html)
- **Contact:** Health Services; [healthservices@msmary.edu](mailto:healthservices@msmary.edu), Phone: (301) 447-5288
- Meal Plan Information**  
 All freshman resident students are required to have a 21 Meal Plan. However, commuter students and upperclassmen who live in the apartments can opt out of the Meal Plan.  
[www.msmary.edu/mymountcard](http://www.msmary.edu/mymountcard)
- **Contact:** Mount Card office; [ktrout@msmary.edu](mailto:ktrout@msmary.edu), Phone: (301) 447-5348
- Contact Learning Services for disability accommodations and information**  
<http://msmary.edu/academics/learning-services/>  
**Contact:** Learning Services; (301) 447-5006, [marjarum@msmary.edu](mailto:marjarum@msmary.edu)
- Receive fall semester tuition statement**  
 Watch for your first tuition statement, which will be mailed to the address we have on file.
- **Contact:** Office of Accounting and Finance; [acctsrec@msmary.edu](mailto:acctsrec@msmary.edu), Phone: (301) 447-5353
- Receive Work Study Information**  
 Financial aid recipients offered work study will receive instructions on applying for employment.
- **Contact:** Financial Aid Office; [finaid@msmary.edu](mailto:finaid@msmary.edu), Phone: (301) 447-5207

## July

- Fall Tuition Payment (Due: July 15)**  
<http://msmary.edu/student-life/student-services/billing.html>
- **Contact:** Office of Accounting and Finance; [acctsrec@msmary.edu](mailto:acctsrec@msmary.edu), Phone: (301) 447-5353
- Work Study positions posted**  
 Financial aid recipients offered work study are able to begin applying for positions.
- **Contact:** Human Resources Office; [hinfo@msmary.edu](mailto:hinfo@msmary.edu), Phone: (301) 447-5372
- Start packing!**  
 Not sure what you should bring? Here is a list.  
<http://msmary.edu/student-life/orientation/pdfs/4161-Packing%20List.pdf>
- **Contact:** Office of Residence Life; [residencelife@msmary.edu](mailto:residencelife@msmary.edu), Phone: (301) 447-5274

## August

- Receive official student housing assignment and roommate information in the student Mount email account (After August 1, and prior to move in)
  - Contact: Office of Residence Life; [residencelife@msmary.edu](mailto:residencelife@msmary.edu), Phone: (301) 447-5274
- Class schedules will be available the first week of August
  - Contact Office of Registrar; [registrar@msmary.edu](mailto:registrar@msmary.edu), Phone: (301)447-5215
- Check out the bookstore to purchase your books and Mount apparel!  
<http://msmu.bncollege.com>
  - Contact: Mount St. Mary's University Bookstore; [sm344@bncollege.com](mailto:sm344@bncollege.com), Phone: (301) 447-5271
- Move into the Mount (Friday, August 18)
- Attend New Student Orientation (Begins August 18)  
<http://msmary.edu/student-life/orientation/>
  - Contact: Orientation Committee; [orientation@msmary.edu](mailto:orientation@msmary.edu), Phone: (301) 447-6783
- Attend your First Day of Classes! (August 21)
- Attend Welcome Week Activities (August 21-26)