



NEW GRADUATE STUDENT CHECK LIST

Welcome to the School of Graduate Studies at Western Illinois University!

To ensure a successful transition, please follow the check list below prior to the start of your first semester.

Questions? Contact us at Grad-Office@wiu.edu or (309) 298-1806.

REVIEW YOUR LETTER OF GRADUATE ADMISSION

You will receive an official acceptance letter once you are admitted. It will contain your WIU ID number, ECom username and advisor contact information, as appropriate.

ACTIVATE YOUR ELECTRONIC COMMUNICATION STUDENT ACCOUNT (ECom)

Your [ECom account](#) grants access to Google Apps (WIU email), 1GB of storage space, and access to services requiring ECom (computer labs, online courses, etc). This is your WIU email account where important WIU notifications will be sent.

PARTICIPATE IN NEW STUDENT ORIENTATION(S)

We encourage you to participate in our School of Graduate Studies [Orientation](#) to obtain helpful information on available resources. International students will have an additional in-person orientation to attend the week prior to the start of the semester.

DISCOVER OPPORTUNITIES TO FINANCE GRADUATE SCHOOL

Financing your studies can be done through [assistantships](#), [scholarships](#), [student employment](#) or [financial aid](#) depending on your eligibility status.

MEET WITH YOUR ACADEMIC ADVISOR

Your advisor will be able to assist you with course selection, degree planning, and answer any program questions you may have. Your acceptance letter will include your advisor's name and contact information. Non-degree students are not assigned advisors.

REVIEW THE GRADUATE CATALOG

Become familiar with the policies and procedures found in the [Graduate Catalog](#). It is the student's responsibility to know and understand policies and procedures.

BECOME FAMILIAR WITH THE STUDENT/ALUMNI RECORDS SYSTEM (STARS)

The [STARS](#) system allows you to access your university records. You will use STARS to register for courses, review class schedules, pay your bill, and much more!

BECOME FAMILIAR WITH WESTERN ONLINE (ONLINE CLASSES)

[Western Online](#) is the portal where online classes will be accessed. Typically, classes will not be available until the start of the semester or course start date.

ORDER YOUR BOOKS

Textbooks can be purchased or rented through the [University Bookstore](#).

APPLY FOR CAMPUS HOUSING (IF APPLICABLE)

If you are interested in applying for housing, please contact Student Housing for on-campus or off-campus housing information: [Macomb](#) or [Quad Cities](#).

REVIEW REQUIREMENTS FOR IMMUNIZATIONS & HEALTH INSURANCE

Contact the Beu Health Center to determine [immunization](#) and [health insurance](#) requirements prior to attendance. Visit the health insurance link to see if you qualify for a waiver of insurance and note the submission deadline.

OBTAIN YOUR STUDENT ID AND PARKING PERMIT

Your [WIU ID card](#) is used at the Rec Center in Macomb, libraries, campus events, and when making meal plan purchases. You will need to purchase a parking permit to park in any lots on the [Macomb](#) or [Quad Cities](#) Campus.

REVIEW WIU BILLING INFORMATION

Visit the [Billing and Receivables](#) website to learn about the billing cycle, payment options and deadlines to sign up for payment plans.