

Helpful Tips & Information Checklist

- ✓ Visit www.hartford.edu/grad-apply to submit your non-refundable [tuition deposit](#). Your tuition deposit will hold your spot in classes. Once you deposit you will be eligible to register for courses (hint: your deposit log-in and PIN are the same as your application log-in and PIN). If you have trouble with this please email gradstudy@hartford.edu or call 860-768-4371.
- ✓ Once deposited you can:
 - a. Access your [Self-Service Portal](#) at www.Hartford.edu/selfserve/. This is where you can see everything from your course schedule and transfer credits to your financial aid and bill. You must also accept the **University's Terms and Conditions**.
 - b. Register for courses with your [Program Director/Manager](#).
 - c. Apply for a [parking pass](#) through your [Self-Service Portal](#) (if you intend to have a car on campus).
 - d. Get your [email](#) address (information will be mailed to you 24-48 hours after depositing).
 - e. Get your [Student Photo ID](#) .
 - f. Sign up for [text alerts](#) about closings, emergencies etc. on campus.
- ✓ Check www.hartford.edu/calendar/ for the academic calendar and course registration dates.
- ✓ If you have questions about your **program** please contact your [Program Director/Manager](#).
- ✓ Per Connecticut State Law you must submit **your immunization records**. For information about the Immunization Form, go to: www.hartford.edu/health.
- ✓ Graduate students can set up **a tuition payment** plan at www.tuitionpaymentplan.com/Hartford (hint: sign up early for the maximum benefit and to avoid late fees!). For help email SASC@hartford.edu or call 860-768-4999.
- ✓ If you would like federal [financial aid](#) (Domestic Students only) to help you pay for your education you will need to go to www.FAFSA.gov and file the FAFSA. Please note Graduate students are only eligible for unsubsidized Federal Stafford loans based on the student's financial need (taking 6 or more credits is required to secure aid). For questions please email FinAid@hartford.edu or call 860-768-4296.
- ✓ If you are seeking **graduate level transfer credit** please email Gradstudy@hartford.edu.
- ✓ Buy your [books](#) at least a week before classes start, many books must be ordered online so this will allow for shipping.