

# Final Checklist for Arrival at DC

## Accessibility Services/Academic Accommodations

\_\_\_ Register with Accessibility Services if you plan to request accommodations.

\_\_\_ Turn in documentation (IEP, medical documents, etc) to Accessibility Services Coordinator (fax 419-783-2597, email [kknight@defiance.edu](mailto:kknight@defiance.edu)).

## Athletic Insurance

\_\_\_ Pay \$215 Athletic Insurance fee if participating in an NCAA sport. Payment can be made through the Business Office or via the MyDC portal.

## Books

\_\_\_ Find and order books prior to the first day of classes. The list of required textbooks can be found on the Student home page of the MyDC portal.

## Business Office

\_\_\_ Submit payment for the semester by Aug 1 (Dec 1 for spring and May 1 for summer). Details found on the Student Account Information page of MyDC. Students not financially cleared within 10 days of the deadline are subject to a \$100 late registration fee.

## Campus Employment

\_\_\_ Look for jobs posted on the MyDC portal. Students will need an original birth certificate OR Social Security card and a photo ID to complete tax paperwork in the Business Office before working.

## Financial Aid

\_\_\_ Complete FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

\_\_\_ Submit all required financial aid paperwork by the payment deadline. Missing required documents can be found on the Financial Aid Information page of your MyDC portal.

## Mail

\_\_\_ Check your DC email for your mailbox number and combination.

\_\_\_ Locate your mailbox in Hubbard Hall. Letters received are placed in your mailbox.

\_\_\_ Find the Mail Room (basement of Defiance Hall). You will be sent email notification of any packages sent to you. You can send packages and purchase stamps as well!

## Residence Life (for on-campus students)

\_\_\_ Complete the Housing Survey ([www.surveymonkey.com/r/DChousing2016](http://www.surveymonkey.com/r/DChousing2016)).

\_\_\_ Deadline to request a specific roommate is July 1 (email to [jwalton@defiance.edu](mailto:jwalton@defiance.edu)).

\_\_\_ Before packing, check the What to Bring & What to Leave List ([www.defiance.edu/student-life/residence/bring.html](http://www.defiance.edu/student-life/residence/bring.html)) or find it on the Just In Case App).

\_\_\_ Send housing related medical documentation to Director of Residence Life ([jwalton@defiance.edu](mailto:jwalton@defiance.edu)).

## Student Life

\_\_\_ Complete your Vehicle Registration by the end of the first week of classes in the Student Life Office (Hubbard 132).

\_\_\_ If you aren't going to have a car on campus, complete the online Parking Waiver to remove the parking fee ([www.defiance.edu/parking-waiver.html](http://www.defiance.edu/parking-waiver.html)).

\_\_\_ Check the Welcome Week schedule for required events.

\_\_\_ Complete the Sexual Assault Prevention online training (Think About It Program).

\_\_\_ Complete the Emergency Information Form online ([www.defiance.edu/emergency-info.html](http://www.defiance.edu/emergency-info.html))

## **Important Dates**

Non Athlete Freshmen Move-In Day	Aug. 19
Welcome Week	Aug. 19 - 28
Monday Evening Classes Begin	Aug. 22
All Day classes begin	Aug. 23
Homecoming Week	Oct. 10 - 15
Fall Break	Nov. 21 - Nov. 25
Final Exams	Dec. 5 - Dec. 9
Spring Classes Begin	Jan. 9