

# NEXT STEPS

## EARLY ADMISSION STUDENTS

**!** Keep this document and refer to it throughout the enrollment process.

### 1 ADMISSION

You must enroll for the term indicated on your admission letter. If you do not register for your original admission term, your classes will be dropped for subsequent terms and your admission revoked. If you wish to change your term of application, submit a Term Change Request Form or a new application through your Future Knight Portal.

Check your admission letter for the accuracy of your name, entrance term, address and major. Address, telephone and email changes can be made through your Future Knight Portal. All other changes must be submitted in writing to the Office of Undergraduate Admissions.

### 2 MYUCF PORTAL

You must create an account to access the myUCF Portal. myUCF is where you will register for classes and complete other necessary steps to enroll at UCF.

To create a myUCF account, visit [my.ucf.edu](http://my.ucf.edu) and click "SIGN IN TO MYUCF." You will need to obtain an NID if you do not already know it. The NID will be your username for myUCF. Click "Look up your UCF NID username." Your first and last name and email address must be entered exactly as it appears on your application for admission. Once you have your NID, return to the login page to sign in. You should remember and protect your NID and NID password as you would a social security number.

### 3 ADVISING

Your academic advisor from the college of your intended major will be in contact with you shortly with information on course selection and registration. They will also have information on your book vouchers.

### 4 ORIENTATION

Every new student is required to attend Orientation. For more information about our mandatory orientation, please visit [orientation.ucf.edu](http://orientation.ucf.edu).

### 5 KNIGHTS EMAIL

You must register for a Knights Email account before you register for classes. Once you register for classes, official UCF communication will only be sent to your Knights Email. No other email address will be used. To sign up and for more information on Knights Email, visit [knightsemail.ucf.edu](http://knightsemail.ucf.edu).

### 6 IMMUNIZATIONS

Prior to registering for classes, you must upload a completed immunization form to UCF Student Health Services. The immunization policy and form may be downloaded from [studenthealth.ucf.edu/immunizations](http://studenthealth.ucf.edu/immunizations).

### 7 DOCUMENT SUBMISSION

Submit all official AP, IB, AICE or CLEP scores and/or dual enrollment transcripts from all other institutions where college level credit has been earned. Failure to do so may restrict your ability to register for courses with prerequisites.

### 8 PARKING

If you plan to park a vehicle on campus, you must purchase a parking permit at [parking.ucf.edu](http://parking.ucf.edu). You are responsible for paying the parking permit fee.

### 9 FINAL HIGH SCHOOL TRANSCRIPTS

You must submit a final, official high school transcript to the Office of Undergraduate Admissions upon high school graduation.

### 10 FOREIGN LANGUAGE

The foreign language admission requirement consists of demonstration of competency of a foreign language or American Sign Language equivalent to the second high school level or the post-secondary elementary 2 level. If you have not met this requirement, you will be required to do so prior to graduation from UCF.

There may be additional foreign language graduation requirements for individual majors. Please contact the department of your major for details.

### 11 HOLDS

Failure to provide final official transcripts and official test scores will result in a hold being placed on your account. These holds will affect your ability to adjust your schedule, register for future terms, receive grades or have transcripts sent to other institutions. These holds will also delay the disbursement of financial aid.

#### IMPORTANT NOTE:

*Early Admission students are full-time UCF students. There is no further admission application process needed to continue at UCF after high school graduation. Early Admission students are not eligible for any merit scholarships offered by the UCF Office of Undergraduate Admissions.*

## CONTACT

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