

ROWDY READY

C H E C K L I S T

Complete each task before your first day of classes!

Get Your UTSA ID

You can receive your **UTSA Card** on the Main Campus (Multidisciplinary building MS 1.01.52) or the Downtown Campus (Frio Building FS 2.424C).

Please bring the following to Campus Services:

- A government-issued photo ID (*driver's license, passport, military ID, etc.*)
- Your Banner ID number

Get Your Parking Permit

You must attain a new parking permit each academic year. You will need your Student ID to complete this step (see step above). Review the parking choices available to you under **Permit Options**. You can attain your parking permit by selecting **Purchase on MyParking**. Proceed to **Permits<Get Permits<UTSA Student/Employee Login**. You can also order them through UTSA's **myParking portal** on ASAP.

Setting Up Your UTSA Email

After applying to UTSA, you should receive an email from **myUTSAaccount@utsa.edu** with a link and instructions to activate your myUTSA ID. Now that your account has been activated, it's time to **sign in**.

To sign in to your inbox on the web:

1. Visit portal.office.com
2. Sign in with your new email address and UTSA passphrase.
3. Click the Outlook icon on the left-hand side of the page.

Set Up Your Zoom Account

Virtual meeting and collaboration tool **Zoom** is available to all UTSA students, faculty and staff through a university-wide site license.

Set Up Your Duo Account

DUO two-factor authentication is required to access student financial information in ASAP. This requirement is part of a continued effort to protect student data across the UT System.

Explore resources available to you as a graduate roadrunner

Financial Aid

Contact **One Stop Enrollment Center** for your questions about financial aid, scholarships, and loans. On campus locations:

MAIN CAMPUS	DOWNTOWN CAMPUS
JPL 1.01.04	FS 2.400
One UTSA Circle	501 W. Cesar Chavez Blvd.
San Antonio, TX 78249	San Antonio, TX 78207

If you're unable to visit campus, you can contact One Stop at 210.458.8000 or via email at onestop@utsa.edu for assistance.

Graduate Admissions/One Stop

Don't forget to submit your final transcripts to the **One Stop Enrollment Center**. Until we receive all final transcripts, you'll have a hold on your account preventing future registration.

Contact Graduate Processors:

Location: Flawn Sciences Building 1.01.05
 Email: graduate.admissions@utsa.edu
 Phone: (210) 458-7985
 Send Official Transcripts to: graduate.documents@utsa.edu

Contact Your Graduate Advisor

Find your **Graduate Advisor of Record!** This faculty member provides academic advising for graduate students based specifically on their area of study.

Global Services

If you are an international student, **International Student Services** will assist you during your time here at The University of Texas at San Antonio.

Get Your Textbooks

Visit our campus store on **Main Campus** or **Downtown Campus** to acquire all the reading material needed to succeed in your classes.

UTSA Buildings and Maps

View **campus maps and parking information** for Main, Downtown, Hemisphere, and Park West campuses.

Campus Tours

Sign up for an **on-campus tour** or explore additional tour options available to you.

UTSA Resources

We are proud to be recognized as a Hispanic Serving Institution. **Learn more** about the services available to you at UTSA.

Campus Resources

There are many student service offices located throughout our campuses. **View the directory** of all the resources available to you.

Connect with your community!

Graduate School Events

Stay up-to-date with the Graduate School **Events Calendar**. Don't miss the numerous to events happening throughout the semester.

Connect With Us



Follow **@utsagradschool** on social media! Don't miss event updates, giveaways, and the opportunity to connect with your peers in the graduate school community.

Subscribe To Our Channel

Subscribe to the **official YouTube channel** for graduate students at The University of Texas at San Antonio. You can find recorded professional development sessions, academic resources, and vital information for orientation.

