



YOU'VE MADE IT THIS FAR.  
NOW TAKE THE NEXT STEP.

## Instructions for admitted transfer students:

- Submit your deposit.
- Secure your space.
- Select your housing.
- And much more ...

### **IMPORTANT DEPOSIT INFORMATION!**

Tuition and housing deposits are due by the date listed in your admission letter and are **non-refundable**.

By submitting your deposit, you are committing to enroll at Marquette for the fall 2012 semester. **You should submit your deposit and other forms only once you have made your final decision to attend Marquette.** Remember, you may not submit a deposit to more than one college or university.

The \$200 tuition deposit will be credited toward your first-semester tuition costs. The \$300 housing deposit (if on-campus housing is requested) will be applied to your first-semester housing costs.

**Housing is assigned by lottery and not based on the date you pay your deposit.** There is no advantage in housing or registration by submitting a deposit before you are ready to commit to Marquette.



## CHECKMARQ ACCESS

To submit your deposit and secure your space in our incoming class, you will need to access your CheckMarq student account. CheckMarq access was mailed to you one business day after receipt of your application for admission. As a reminder, your CheckMarq username was provided in your admission acceptance letter. If you do not remember your password, go to [reset.marquette.edu](https://reset.marquette.edu) or call the IT help desk at 414.288.7799. The help desk can also help if you are having difficulty accessing your account.

## LOGGING INTO YOUR STUDENT ACCOUNT

**Please read all instructions before logging into your student account.** Many sections require information you will want to prepare before completing the forms online.

1. Go to [checkmarq.marquette.edu](https://checkmarq.marquette.edu).
2. Enter your username and password.
3. Once you have successfully accessed your student account, select the Next Step link.
4. You now will see your Next Step dashboard. Click the link to pay your tuition and housing deposit. Once you have paid your deposit, all other links on your dashboard will be activated.

## COMPLETE CURRENT COURSE WORK

Your offer of admission is contingent upon satisfactory completion of the course work in which you are currently enrolled (if any). Satisfactory completion means finishing the work with comparable or better grades than those upon which Marquette offered you admission. You are required to submit an official copy of your college transcript to Marquette. The university will suspend course registration and financial aid disbursement if a copy of your final college transcript is not received by **September 1**. Transcripts should be mailed to:

Undergraduate Admissions  
Marquette University  
P.O. Box 1881  
Milwaukee, WI 53201-1881

## FINANCIAL AID

We encourage you to apply for financial assistance. File the Free Application for Federal Student Aid at [fafsa.ed.gov](https://fafsa.ed.gov), and direct any questions to Marquette Central at 414.288.4000. If you filed a FAFSA for financial consideration, a financial aid award will be posted to your CheckMarq student center beginning in mid-March. You must log into your student center to accept or decline any aid.

## NEXT STEPS

You have some additional steps to complete your enrollment — and, no doubt, some questions, too. Visit [marquette.edu/nextstep](https://marquette.edu/nextstep) for additional details, deadline reminders and other helpful information, including disability accommodations and parent information.

### 1 SUBMIT YOUR DEPOSIT, AND SECURE YOUR SPACE IN OUR INCOMING CLASS

**Why this section is important:** Submitting your deposit means you are committing to attend Marquette for the upcoming term. Upon successful submission, you will have access to complete other forms.

**What you'll need to have handy:** Have your credit card or a blank check (you will need your bank routing number and checking account number) to process an ACH electronic withdrawal from your account. Payments are processed by our payment vendor, Official Payments.

**What to do:** Click the Tuition and Housing deposit link. We will verify your housing preference and calculate your deposit.

**IMPORTANT:** You will not be able to modify this section after submitting your deposit. **Deposits are not refundable.**

**What's next?** You may continue to complete required information or return to your CheckMarq account to complete additional forms at a later time.

**Questions?** Contact Admissions at 800.222.6544.

### RANK YOUR HOUSING PREFERENCES (residential students only)

**2 Why this section is important:** If you're going to live on campus, you'll join the more than 94 percent of incoming students who discover our residential communities and develop friendships with students from all over the world.

**What you'll need to have handy:** We'll ask you to rank your top four housing preferences. Review *Enter Here*, the residence hall guide, and have your options ranked before beginning this section.

If you want to room with a particular student (or students), you'll need each person's name and Marquette ID number (not their CheckMarq username). Requests must be mutual, and hall/specialty living options must match.

**If you are interested in university or off-campus apartment information,** contact the University Apartments and Off-campus Student Services Office at 414.288.7281.

**What to do:** Verify some basic information, choose roommate(s) (if applicable) and indicate your top four housing choices in order of preference. Select a meal plan, and indicate if you would like to be billed later for \$100 or \$500 in MarquetteCASH.

**Can I make changes?** After submitting your housing preferences, you may make changes until June 1. After June 1, change requests must be submitted in writing to [orl@marquette.edu](mailto:orl@marquette.edu).

**Questions?** Contact Residence Life at 414.288.7208.

### 3 COMPLETE THE DEMOGRAPHIC SURVEY

**Why this section is important:** To better plan for our incoming class and allocate resources accordingly, you will be asked a small number of questions about yourself. The information collected will be used in aggregate and not individually identifiable. Please answer each question as you are best able.

**What you'll need to have handy:** As the ancient Greeks said, "Know thyself."

**What to do:** Answer each question by selecting the appropriate checkbox, drop-down or radio button.

**Questions?** Contact Admissions at 800.222.6544.

### 4 COMPLETE THE REQUIRED HEALTH INFORMATION

**Why this section is important:** All newly admitted or readmitted students are required to submit proof of immunizations. The university will suspend course registration and financial aid disbursement if this section is not completed.

**What you'll need to have handy:**

- The date of your tetanus/diphtheria booster dose
- If born after 1957, the dates of your two MMR vaccines; OR your two measles, one mumps, one rubella vaccines; OR lab reports showing positive immunity
- Month and year you had chicken pox; OR dates of varicella No. 1 and No. 2; OR a lab report showing positive immunity

**For tuberculosis form:**

- Whether you have had a positive TB skin test; whether you have been in close contact with anyone with TB; countries you have traveled to (for more than two weeks) or lived in; and, if indicated, results of a TB test

**If under 18, your parent/guardian's consent for care and signature**

**What to do:** Review "Part A," the health forms checklist, gather the required dates as indicated on "Part A" and then continue to unlock the health information forms. If you are under 18, print and complete the parental consent form.

**IMPORTANT:** You will not be able to modify the information in this section. **DO NOT** enter placeholder dates or click through the subsequent "Parts" to preview the forms because you will be locked out and not able to make changes.

**Can I make changes?** You probably will not need to make changes to these forms, but you can update your information by contacting Student Health Service.

**Questions?** Contact Student Health Service at 414.288.7184.

## EVERYTHING ELSE

Go to [marquette.edu/nextstep](http://marquette.edu/nextstep) for more information about orientation, computer recommendations, student employment, becoming a Marquette Fanatic, desktops, downloads and much more, including:

### AP, IB, college credit

Submit official results no later than August 1.

### Cars

Many students do not bring a car because students receive a bus pass for unlimited use of Milwaukee County Transit. Marquette also has two Zipcars ([zipcar.com/marquette](http://zipcar.com/marquette)). If you bring a car, you can purchase your parking permit and find additional details at [marquette.edu/parking](http://marquette.edu/parking).

### Course registration

Online course registration access will be provided after receipt of your enrollment deposit.

### Housing

Transfer housing assignments are typically mailed in late July. The Office of Residence Life will provide additional details and suggestions on what to bring to campus with your housing assignment.

### Move-in

Refer to the calendar below for the date on which you can report to campus.

## DATESTO REMEMBER

### FALL SEMESTER 2012

Aug. 22	New students report to campus
Aug. 22–26	New Student Orientation
Aug. 27	Classes begin
Oct. 5–7	Family Weekend
Oct. 20–23	Fall break
Nov. 21–25	Thanksgiving holiday
Dec. 10–15	Final exams
Dec. 16 – Jan. 13	Christmas holiday

### SPRING SEMESTER 2013

Jan. 14	Classes resume
Jan. 21	Martin Luther King, Jr., Day; classes excused
March 10–17	Spring break
March 28 – April 1	Easter holiday
May 6–11	Final exams

## IMPORTANT PHONE NUMBERS:

Office hours are 8 a.m. to 4:30 p.m. CT unless noted.

**Disability Services** (accommodations and special needs)  
[marquette.edu/oses/disability](http://marquette.edu/oses/disability)  
414.288.1645

**Information Technology Services** (CheckMarq access, computers)  
[marquette.edu/its](http://marquette.edu/its)  
414.288.7799

**Marquette Central** (all student services: financial aid, FAFSA, campus jobs, tuition payment, billing plans, registration)  
[marquette.edu/mucentral](http://marquette.edu/mucentral)  
414.288.4000

**New Student Orientation**  
[marquette.edu/osd](http://marquette.edu/osd)  
414.288.6906

**Office of Residence Life** (on-campus housing, move-in)  
[marquette.edu/orl](http://marquette.edu/orl)  
414.288.7208

**Off-campus Housing and University Apartments**  
[marquette.edu/offcampus](http://marquette.edu/offcampus)  
414.288.7281

**Office of Undergraduate Admissions** (AP and IB credit)  
[marquette.edu/explore](http://marquette.edu/explore)  
414.288.7302 or 800.222.6544

**Student Health Service** (health forms, immunizations, insurance)  
[marquette.edu/shs](http://marquette.edu/shs)  
414.288.7184

You may wish to contact your college office if you have questions about academic advising/course planning.

**Helen Way Klingler College of Arts and Sciences**  
414.288.7059

**College of Business Administration**  
414.288.7142  
Monday–Thursday 8 a.m. to 6 p.m.  
Friday 8 a.m. to 5 p.m.

**J. William and Mary Diederich College of Communication**  
414.288.7133

**College of Education**  
414.288.7375

**College of Engineering**  
414.288.7079

**College of Health Sciences**  
414.288.5053

**College of Nursing**  
414.288.3800  
8:30 a.m. to 4:30 p.m.