UNCG MBA, MSN/MBA & Graduate Certificate in Business Foundations
Fall 2018

Checklist for Newly Admitted Students:

- Create **PIN number** (login for **UNCGenie**).
- Activate ‘**default**’ **computer accounts** (login for i-spartan, campus wireless, canvas, computer lab etc.).
- Register for courses - **UNCGenie** – window from Thursday, April 19 to Friday, August 10.
- Pay tuition – **UNCGenie** or **Cashiers Office**.
  - Payment will be due by **July 27, 2018** for registration between April 9 to July 6.
  - Payment will be due by **August 20, 2018** for registration after July 6.
- Buy **Textbooks** - Store located in Elliot University Center.
- Get **Spartan ID card** (can be requested online) – Located at 106 Moran Commons (Dining Hall).
  - Please complete the **MBA Lounge Access Information Form** for access to MBA Student Lounge.
- **Get parking pass** (can be requested online).
  - Parking Operations Office is located at the Walker Ave Parking Deck.
- Submit **verification of Health Insurance**
- Full Time Students - Submit **Immunization forms**. Click here for more information on the required Immunizations and Medical History.
- Laptop is recommended; **Laptop Purchase program**.
- Get Excel proficient and revise basic Math concepts. Refer to the **MBA Resource Page**.
  - Enroll in Excel Prep Module in CANVAS.
- Career Services – Set up appointment with Elizabeth Bader, Manager of Career and Professional Development for graduate students in the Bryan School. Email her at erbader@uncg.edu for help with resumes, mock interviews, internship and career searches, and more!
- Check out the **Current MBA Student Webpage** for information on advising, upcoming events, career services, study abroad opportunities, student organizations and student awards.
- Check out student **Advising Page** for useful information on how to set up an advising appointment, for information on registering for classes, to find the student handbook, to access relevant forms, and to find course schedules and meeting dates!
- Set up your **LinkedIn** profile.
- Like us on **Facebook**!
- Follow us on **Twitter**!
Please mark your calendars:

<table>
<thead>
<tr>
<th>MBA Early Career Professional Program</th>
<th>MBA Experienced Professional Program</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Base Camp:</strong></td>
<td><strong>Orientation:</strong></td>
</tr>
<tr>
<td>Please <a href="#">RSVP</a> for Base Camp, scheduled for Tuesday, August 7 – Friday, August 10.</td>
<td>Please <a href="#">RSVP</a> for Orientation on Saturday, August 11, 2018.</td>
</tr>
<tr>
<td><strong>Professional Fridays:</strong></td>
<td><strong>Leadership Development Sessions:</strong></td>
</tr>
<tr>
<td>Professional Fridays is a professional development session held every Friday of the Fall semester from 10:00am-12:00pm. <strong>Leadership Development</strong> will be included in Professional Fridays.</td>
<td>Two 2-hour sessions on Saturday Sept 8, 2018 and Saturday Oct 13, 2018 during the Fall semester to complete important leadership assessments, including MTBI and FIRO-B.</td>
</tr>
</tbody>
</table>

Please contact the MBA Office if you have any questions or concerns.

*mba@uncg.edu*  |  *336-334-5390*