



**UNC
GREENSBORO**
Bryan School of
Business and Economics

UNCG MBA, MSN/MBA & Graduate Certificate in Business Foundations Spring 2024

Checklist for Newly Admitted Students:

1. Claim your computer accounts (login for iSpartan, campus wireless, Canvas, computer lab etc.)
[ITS will send you an email to the email address listed on your application.](#)
2. Schedule your advising appointment by calling the Bryan Graduate Programs Office at 336-334-5390.
3. Complete [UNCG MBA New Student Onboarding Canvas course](#) by Monday, January 8, 2024. Be sure to complete Module 7, “Tips for Success from an Advisor” prior to your advising appointment. You will be granted access to the course when you call to schedule your advising appointment.
4. Register for courses after you have met with your advisor and determined your course schedule for Spring 2024. The registration window is from Monday, November 20, 2023, to Friday, January 12, 2024.
5. Confirm that your residency status is correct. Log into [UNCGenie](#), navigate to the *Student UNCGenie Main Menu*, select *Student Records*, then select *View Student Information*. It is important that your residency status (in-state, out-of-state, or outside of NC) is correct as this determines the tuition rate you are charged.
6. Visit the [UNCG Financial Aid website](#) to learn more about financing your education or to schedule an appointment with a Financial Aid Advisor.
7. Pay tuition – [UNCGenie](#) or [Cashiers Office](#) and [Tuition and Billing Deadlines](#)
8. Buy [Textbooks](#) - Store located in Elliot University Center or buy online!
9. Get [Spartan ID card](#) (can be requested online) – Located at 106 Moran Commons (Dining Hall)
10. [Get a Parking Pass](#) (for campus students)
 - a. Parking Operations Office is located at the Walker Ave Parking Deck (can be requested online).
11. Submit [verification of Health Insurance](#) (only for campus students)
12. Submit [immunization records to Student Health Services](#) (only for international students)
13. Laptop is recommended. [Minimum laptop requirements](#)
14. Check out student [Resources Page](#) for useful information on:

- a. Free Excel prep course (enroll in Excel Prep Module in CANVAS)
 - b. How to study from cases
 - c. Prepping for MBA 701 quantitative analysis course
15. **Career and Professional Development**: You have one-on-one access to our Graduate Career and Professional Development Specialist, Mackenzie Radford, in addition to free workshops on job/internship searching, building professional skills outside of the classroom, company spotlight events, and a special topics series addressing current needs and trends in the workplace. We encourage you to set up a one-on-one appointment early in your first semester to get started with your career and professional development journey!
 16. Check out the **Current MBA Student Webpage** for information on setting up future advising appointment (via **Calendly**), information on registering for classes, link to archived course syllabi, link to the student handbook, to access relevant forms, link to course schedules and meeting dates, career services, study abroad opportunities, student organizations and student awards.
 17. Set up your **LinkedIn** profile and request to connect with the **UNCG MBA Group**.
 18. Follow us on **Instagram**!

Mark your calendars for Orientation!

Early Career Students: Base Camp In-Person (mandatory): Please **RSVP** for Saturday, January 6, 2024 – 10:00 a.m. to 5:00 p.m.

Experienced Students: MBA In-Person Orientation: Please **RSVP** for Saturday, January 6, 2024 – 10:00 a.m. to 1:30 p.m.

Experienced Students: MBA Virtual Orientation: Please **RSVP** for Wednesday, January 3, 2024 – 6:00 p.m. to 7:30 p.m.

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

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