



Newly Admitted Graduate Student Guide

WELCOME! Your desire to pursue a graduate degree is a life-changing decision that will help you to achieve your personal and professional goals.

To help you get started, we have collected information that you need to know in order to have a successful start on campus. Please don't hesitate to contact Graduate Admissions with any questions. We are here to help!

256.824.6002 | gradadmissions@uah.edu | Student Services Building, 222

GETTING STARTED

Meet with an Advisor

Contact your program coordinator to discuss class selection and your program of study (POS). You can find contact information for your program coordinator at uah.edu/graduate/programs.

Register for Classes

After you have met with your program coordinator, visit uah.edu/registrar/registration for instructions on how to register for classes with Schedule Planner. Be sure to also reference the posted registration dates for your term of entry and the academic calendar for important dates and deadlines at uah.edu/registrar/calendars.

Pay Your Bill

Visit uah.edu/bursar for information on installment plans, paying your bill, and signing up for direct deposit for financial aid. Paper bills will not be issued, and all payments are due on the first day of class. The Bursar's Office is located in the Student Services Building (SSB), room 123.

Get Familiar with Campus

Locate your classrooms and other UAH facilities at uah.edu/map.

Register for Your Charger Card

All graduate students are encouraged to obtain an official UAH photo identification card (Charger Card). Your Charger

Card will give you access to campus facilities and services and will allow you to make purchases at participating locations.

Students can pick up their Charger Card in Charger Union (CU), room 131, from 8:30 to 5:00 pm, Monday – Friday, excluding holidays. Verification of class schedule and photo ID is required. Visit uah.edu/chargercard/photoguidelines for more information about how to submit your photo online through myUAH.

Learn Your Student Identification/Campus IDs

In addition to your name, there are two identifying values we use to determine which student record is yours:

Charger ID:

Your Charger ID is typically your initials followed by 4 digits (eg. abc0001). It will be your username for all online UAH systems, such as your email, myUAH, Wi-Fi, Canvas, etc. It is also the first part of your UAH email address (eg. abc0001@uah.edu).

A-number:

This is an ID number unique to each student that will serve to identify you during your time as a UAH student. The format is a capital A followed by 8 digits (eg. A12345678). Your A-number will be needed if you ever forget your UAH passwords.

CAMPUS TECHNOLOGIES

myUAH

my.uah.edu

myUAH is UAH's secure web portal. You will use your myUAH account to:

- View campus information
- Accept/decline financial aid
- Register for classes
- View your grades
- View your academic transcript
- Pay your bill
- Access Canvas for course instruction

To set up your myUAH account, visit reset.uah.edu and follow the prompts to create your myUAH password.

UAH Email/G-Suite

google.uah.edu

UAH students are provided with a Gmail account where they can access the UAH G-Suite. The UAH G-suite includes many Google Apps available for your use, including your UAH email account, Google Calendar, Google Drive, and Chat. You can access these services through your myUAH account by clicking "UAH G Suite." This will take you to the email login screen, where you will enter your Charger ID and the password that you created at reset.uah.edu. An alternate way to access your email is by mail.uah.edu or gmail.com.

PLEASE NOTE: If you do not intend to check your UAH email account regularly, please be sure to forward your UAH account to a preferred email account so you don't miss important university communications.

Wireless Network

eduroam.uah.edu

Registered students may access UAH's wireless network, called eduroam, while on campus. To connect:

1. Choose the eduroam network, open a Web browser, and attempt to visit a new site.
2. Follow the prompts on the screen. You will need to enter your official UAH email address and your myUAH password.

Learn more by visiting eduroam.uah.edu and logging in with your Charger ID and myUAH password.

Canvas

canvas.uah.edu

Canvas is a tool used by many professors to administer quizzes, assign homework, communicate with students, and post grades. Access can be gained through your myUAH portal or by visiting canvas.uah.edu. Canvas training is also available within myUAH.

UAlert

uah.edu/emergency

The UAlert Emergency Notification System is a comprehensive communications solution that allows the University to quickly disseminate an urgent message through multiple communication methods including voice messages, text messages, email, and the University's social media pages. You can update your alert preferences and contact information through myUAH.

CAMPUS RESOURCES

Bookstore // Charger Union, 1st Floor

uah.edu/bookstore

After you have registered for your classes, visit uah.edu/bookstore to order your textbooks. Be sure to reference your department, course, and section number for each class.

Parking Services // Conference Training Center, 147

parking.uah.edu

Individuals parking on campus will need to purchase a parking permit from Parking Services. You may purchase your permit online or in person. Please familiarize yourself with the UAH

parking zone map, which will show you the available student parking lots, at uah.edu/map.

Student Health Center // Wilson Hall, 325

uah.edu/shc

Designed to meet your basic healthcare needs, the Student Health Center is available to students registered for at least three credit hours. Services include, but are not limited to: physicals for pre-employment or nursing school, vaccinations, acute illnesses, and preventative health. Currently the fee for an office visit is \$10 to be paid on the date of service. If necessary, additional fees for lab work or other diagnostic

tests may be incurred. Please call 256-824-6775 to schedule an appointment. Walk-in times are available during cold and flu season.

Immunization Requirements

uah.edu/shc/immunizations

Students must submit completed immunization forms and supporting documentation (available at the link above) to the Student Health Center at least 30 days before the start of classes.

All new students, regardless of classification, must have:

1. Proof of 2 doses of a Measles vaccination if born after 1956. One of these doses must be an MMR (Measles, Mumps, Rubella) vaccination after 1980
2. Proof of, within the last 5 years, a Meningitis vaccination if you will be living in on-campus housing
3. A completed Tuberculosis screening form
4. If applicable, acceptable proof of Tuberculosis testing that is no more than 12 months old. A Student Health Center staff member will notify you if this is needed once you have submitted the Tuberculosis Risk Questionnaire.

Your healthcare provider should complete and sign the immunization form and you should complete the Tuberculosis risk questionnaire as an acceptable proof of immunization and Tuberculosis screening. These forms should be returned to the Student Health Center (SHC) in person or via mail, fax, or email.

Mail: UAH Student Health Center, 301 Sparkman Drive, Wilson Hall 325 Huntsville, AL 35899

Fax: 256.824.5809

Email: immunizations@uah.edu

Career Services // Student Services Building, 205

uah.edu/career-services

The Office of Career Services supports students by offering resume help, interview preparation, networking assistance, and career coaching. Students also have the opportunity to create a Charger Path account to publish their resume and search for co-ops, internships, and even jobs after you complete your degree listed exclusively for UAH students and alumni.

Counseling Center // Executive Plaza 200, Suite 208

uah.edu/counseling-center

The Counseling Center is staffed by mental health professionals trained to support students with their academic, personal, and social development. As a UAH student, you are able to schedule an appointment to speak with a counselor who will listen to your concerns and determine the best path forward to suit your needs. The fee for an office visit is \$15.

University Fitness Center

uah.edu/university-recreation

The University Fitness Center is an all-inclusive health and fitness center serving the UAH campus and Huntsville community. Facility amenities include cardiovascular and weight training equipment, an indoor pool, a gymnasium with three basketball courts, an indoor track, group fitness classes, and locker rooms. Semester memberships are available, and rates are based on the amount of credit hours you are registered for each term.

Office of Financial Aid // Student Services Building, 124

uah.edu/finaid

To be considered for federal aid, U.S. citizens and permanent residents should submit the [Free Application for Federal Student Aid \(FAFSA\)](#) using the UAH school code (001055). Students are notified via their official UAH email account when their financial aid award package has been processed. Please note, students must accept or deny their aid through their myUAH account.

You can find more information about assistantships, fellowships, and the cost of attendance by visiting the Office of Financial Aid website.

Military & Veterans Programs // Charger Union, 223

uah.edu/mvp

Students planning to utilize VA education benefits should contact the Military and Veterans Programs Office at va@uah.edu or 256.824.2758 as soon as possible.

Office of International Student & Scholar Services (ISSS) // Student Services Building, 218

uah.edu/iss

The International Student and Scholar Services is a committed advocate for UAH's international community and provides a safe and confidential setting where individuals can receive assistance regarding their needs and concerns. ISSS is responsible for ensuring the university is SEVIS compliant and that F and J students have appropriate information and guidance necessary to maintain their status in the United States. Advisors are available by appointment.

Visit uah.edu/iss for more information.

Disability Support Services // Wilson Hall, 128

uah.edu/dss

Disability Support Services is committed to supporting all students with documented disabilities. Their vision is to encourage and foster the full participation and inclusion of these students at UAH while ensuring accessibility to make progress toward your academic goals. Please visit their website to view the steps needed to request services.