# New Student Road Map to Success

<table>
<thead>
<tr>
<th>Step</th>
<th>Task</th>
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<tbody>
<tr>
<td>1</td>
<td>Wait to receive your official acceptance letter from the Office of Graduate Admissions and Student Services. This will give you all of the information you need to get started as a new student.</td>
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<tr>
<td>2</td>
<td>Confirm your acceptance. Please log in to GrAdMIT (<a href="https://www.gradmit.buffalo.edu/etw/ets/et.asp?nxappid=GRA&amp;nxmid=start">https://www.gradmit.buffalo.edu/etw/ets/et.asp?nxappid=GRA&amp;nxmid=start</a>) (use the username and password given to you for the online application process) as soon as possible to confirm your acceptance and follow the directions to set up a new secure password.</td>
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| 3    | Your UBIT Name, Person Number and single-use password.  
1. Wait to receive an email directing you to log into GrAdMIT, with your secure username and password, to access your UB person number and UBIT name, available in the “Status” tab.  
2. After you access your UB person number and UBIT name, available in the “Status” tab, you will receive an email with your single-use password. (If you are a former UB student, you will not receive a single-use password. If you don't remember your old password, contact UBIT Help Desk at 716-645-3542.)  
3. Once you have these three pieces, please go to https://ubidm.buffalo.edu/idm/user/login.jsp and click on “New users - Click here claim your account” to activate your account and create your new password.  
If you have any trouble accessing your UBIT account and/or email, please contact the UBIT Help Desk at 716-645-3542, and identify yourself as a new student. |
| 4    | Immunization and Meningitis Information Requirements for New Students. In accordance with New York State Public Health Law, UB requires that all students born on or after January 1, 1957 must provide proof of immunity against measles, mumps, and rubella. The State also requires that all students receive information about meningococcal disease and have made an informed decision about whether or not to receive immunization against meningococcal disease.  
**New UB students** will **not be allowed to register for classes until they have fulfilled these requirements.**  
Please go to this website as soon as possible: http://health.buffalo.edu/immunization.php  
*New UB students include anyone taking at least 1 credit hour as a non-matriculating student, matriculating student and anyone else the University Health Services office deems necessary. |
| 5    | Select your classes. Make a list of the courses you plan to take, along with the course registration numbers. The registration numbers are online at http://registrar.buffalo.edu/schedules/index.php. Discuss your options with your assigned faculty advisor.  
**Please note:** if you are required to take undergraduate courses for your program, the Office of Student Accounts states that you will be charged graduate level tuition and fees, as you are a graduate student. |
| 6    | Register for classes. Students register for classes on HUB, which is available via MyUB. Information about HUB, including how-to videos, is available at www.buffalo.edu/hub.  
**Please Note:** Registration and schedules are real-time; grades and checkstops information is updated once every 24 hours. Online services are available 7:00 a.m. - 11:00 p.m. EST daily. |
| 7    | UB email account. To learn more about your UB email account, please go to http://ubit.buffalo.edu/ubmail.  
Please note that faculty and the academic department typically utilize student’s UB email for all communication. If you do not wish to use your UB account, please read the directions on having your email forwarded to another account. |

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Check out MyUB  
MyUB is your own personal UB Home Page. You can access it using your UBITName and password at http://www.myub.buffalo.edu/  
From MyUB you can view your class schedule and request a parking permit, among many other things.
Parking on Campus and Transportation

All students wishing to park on university campuses are required to register their motor vehicles annually with Parking and Transportation Services. Registration is fast and easy online at http://myub.buffalo.edu. Student parking is by permit only, which can also be obtained on MyUB. We strongly encourage you to obtain a parking permit before you arrive on campus for classes. Information on all parking and transportation matters, including bus and shuttle schedules, maps and directions can be found at: http://www.ub-parking.buffalo.edu/

Get Your UBCard

Once you have registered for classes you can get your UBCard. You will need your UBCard to access certain university services, such as the library. To receive a UBCard, you must be currently registered for classes. You also need a picture ID such as a driver’s license or a passport. The UBCard Office is located in 228 Student Union on the North Campus. Please visit the UBCard website to access their hours of operation: http://www.myubcard.com Please note that having your card before you begin classes is not required, but highly recommended.

If you have any trouble accessing your UBIT account and/or email, please contact the UBIT Help Desk at 716-645-3542, and identify yourself as a new student.

Important Links for Newly Accepted Students

General UB Information

General Information http://www.buffalo.edu/aboutub/
Student Academic Records & Financial Services http://src.buffalo.edu/
Academic Calendars http://registrar.buffalo.edu/calendars/academic/index.php
Student Life Information http://www.grad.buffalo.edu/life/index.php
Graduate Student Association http://www.gsa.buffalo.edu/
Transportation & Parking http://www.ub-parking.buffalo.edu/
Student Health Center/Forms http://www.student-affairs.buffalo.edu/shs/student-health/
Academic Writing Assistance http://www.gsa.buffalo.edu/services.html

Financial

Free Application for Student Aid http://www.fafsa.ed.gov
Costs of Attendance http://financialaid.buffalo.edu/costs/gradcost.php
UB Financial Aid Office http://financialaid.buffalo.edu/costs/index.php
GSE Financial Aid Information http://gse.buffalo.edu/admissions/fin-aid

Housing

On Campus Housing http://www.ub-housing.buffalo.edu
Off Campus Housing Tips http://livingoffcampus.buffalo.edu
Group Legal Services http://subboard.com/legal/
Listings of Off Campus Housing Units http://subboard.com/och/

Registration

Class Schedules http://registrar.buffalo.edu/registration/index.php
HUB via MYUB http://www.myub.buffalo.edu/
Student Forms http://registrar.buffalo.edu/forms/index.php

Buffalo Information

General Information http://www.buffalo.com
Buffalo Convention and Visitors Bureau http://www.visitbuffaloniagara.com/
City of Buffalo http://www.ci.buffalo.ny.us/

If you need further assistance while at UB please stop by the Office of Graduate Admissions and Student Services at 366 Baldy Hall or call us at 716-645-2110 http://gse.buffalo.edu

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