

CHECKLIST FOR ALL NEW GRADUATE STUDENTS

BEFORE YOU ARRIVE ON CAMPUS

- _____ Locate the following documents to bring with you for employment verification:
 - Passport, US driver's license or identification card
 - Social security card if you have one
 - International students should have an I-20 and I-94

- _____ International Students: visit <https://world.utexas.edu/issr/students/new> for important pre-arrival information.

- _____ Submit your official transcripts.
Visit <https://gradschool.utexas.edu/admissions/after-your-decision> for instructions. In order to avoid delays in registering for classes, you should provide these documents as soon as possible.

- _____ Background Course Requirement: **By July 16th** - Please complete the [Background Form](#) and email it along with your supporting documentation in a single pdf to gradoffice@cs.utexas.edu

- _____ Review degree requirements and courses.
 - Ph.D. Program
<http://www.cs.utexas.edu/graduate-program/phd-program>
 - Master's Program
<http://www.cs.utexas.edu/graduate-program/masters-program>
 - Course Information
<http://www.cs.utexas.edu/graduate-program/courses>

- _____ View the Fall 2018 course schedule
<https://registrar.utexas.edu/schedules/189>

- _____ PhD Advising: Incoming PhD students must send their proposed Fall course schedule to the [CS Graduate Office](#) via email by **August 1st** for approval by the Graduate Adviser. Your advising bar will not be removed until the Graduate Adviser notifies the CS Graduate Office of his approval. *All PhD students must register for CS 398T their first fall semester.* There is no formal advising for master's students. The advising bar will be cleared prior to registration. Please direct any questions to gradoffice@cs.utexas.edu.

- _____ TAs and GRAs should download the Teaching Assistant/Graduate Research Assistant Checklist
<https://login.cs.utexas.edu/graduate-program/incoming-students>

AFTER YOU ARRIVE ON CAMPUS

(Welcome to UT!)

- _____ [Request a CS Account](#) – this will also give you your UTCS email address
- _____ Obtain your UT ID Card at the Flawn Academic Center (FAC). You will need to bring an unexpired government-issued photo ID. https://ut.service-now.com/utss/catalogoverview.do?sysparam_citems_id=dc428de34fa69e0031eb7bcd0210c70c
- _____ Enter your Austin address and current contact information in UT Direct. https://utdirect.utexas.edu/apps/utd/all_my_addresses/
- _____ Attend a New CS Graduate Student Information Session to fill out required new student paperwork (dates and times listed at <https://login.cs.utexas.edu/graduate-program/incoming-students>)
- _____ Check your [Registration Information Sheet](#) (RIS) - review how & when to register.

IMPORTANT: The RIS does not distinguish between regular versus late registration times. Late registration has late fees, so be sure you register at the first opportunity!

Note about Registration Bars:

- If you have a “D” bar with an “E” reason on your registration, enter your emergency contact information at https://utdirect.utexas.edu/apps/student/emergency_contact/
- If you have an advising bar, please contact the [CS graduate office](#)

- _____ [Pay or confirm](#) your registration (if you have a zero balance) by the published deadline. (https://utdirect.utexas.edu/acct/fb/my_tuition/my_tuition_home.WBX)

HELPFUL LINKS

GRACS (Graduate Representative Association of Computer Sciences):
<http://www.cs.utexas.edu/users/gracs/>

UT Mailing lists:

For new students to interact with current ones:

- Group Mail: utcs-advice@utlists.utexas.edu
- Topics: areas of Austin to live in, how to manage money, what's a

good/bad course load, etc.

For new students to communicate with each other:

- Group Mail: cs-grad-2018@utlists.utexas.edu
- Topics: finding roommates, sharing rides/moving, meeting up, etc.

UTCS Direct - <https://login.cs.utexas.edu/utcs-direct>

Academic Calendar, Fall 2018 – Spring 2019

<https://registrar.utexas.edu/calendars/18-19>

Graduate School - <https://gradschool.utexas.edu/>

International Student and Scholar Services: <http://world.utexas.edu/iss>

UT lingo: <https://orientation.utexas.edu/resources/ut-lingo>

Campus services: <https://orientation.utexas.edu/resources/general-campus-resources>

Housing: <https://gradschool.utexas.edu/services-and-resources/housing> and
Graduate Student Housing Forum: <https://utexas.instructure.com/enroll/R7EPL6>

[2017-2019 Graduate Catalog](#), University rules which govern the graduate program

Course Instructor Surveys - <https://facultyinnovate.utexas.edu/services/CIS>

Austin City Guide - <https://www.utexas.edu/campus-life/life-in-austin>

**CS Graduate Office: GDC 2.728, 512-232-7407
(Katie Dahm, Program Coordinator)**

Campus Mail Code for CS Department: D9500