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 and/or identification card
   • Social security card if you have one
   • International students should also have an I-20 and I-94

____ International Students: visit https://world.utexas.edu/isss/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 15th - Please complete the Background Coursework 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 2019 course schedule
   https://registrar.utexas.edu/schedules/199

____ 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 required for master’s students. Your 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://www.cs.utexas.edu/graduate-program/incoming-students

Updated June 5, 2019
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.

____ 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://www.cs.utexas.edu/graduate-program/incoming-students)

____ Check your Registration Information Sheet (RIS) to review how & when to register: https://registrar.utexas.edu/students/registration/before/ris

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 after Aug 20, please contact gradoffice@cs.utexas.edu

____ Pay or confirm your registration (even 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 students:
• 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.

Updated June 5, 2019
For new students to communicate with each other:
• Group Mail: cs-grad-2019@utlists.utexas.edu
• Topics: finding roommates, sharing rides/moving, meeting up, etc.

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

Academic Calendar, Fall 2019 – Spring 2020
https://registrar.utexas.edu/calendars/19-20

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

International Student and Scholar Services: http://world.utexas.edu/isss

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


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

Campus Mail Code for CS Department: D9500