Congratulations on being admitted to the MS-MIS program at Texas A&M University! Now that you’ve been admitted, please use the following checklist to ensure you complete all the necessary steps toward your enrollment.

1. **Complete the enrollment form in ApplyYourself.** A link to this form is provided in your offer letter. The deadline for submitting the enrollment form is April 15, 2019.

2. **Pay your admissions deposit** to hold your seat in the class. The deadline for submitting admissions deposits is April 15, 2019. We will notify you via e-mail when we receive your deposit. **You do NOT need to contact us to let us know you’ve paid your deposit.** We receive a report of paid admissions deposits once/week (on Mondays) and we will contact you as soon as your name appears on that report. 
   http://mays.tamu.edu/ms-management-information-systems/application-process/#DEPOSIT

   **Important:** If you are required to take prerequisite courses in Summer 2019, we will change your admit term from fall to summer. Once you have submitted your $500 admissions deposit, we will e-mail you a new offer letter reflecting the change in admit terms. For international students, we will also notify International Student Services (ISS) of the term change.

3. **Evaluate assignment of prerequisite summer courses** (if any) and let us know immediately if you feel there has been a mistake. Send an e-mail with the subject “Course Review” to Dr. Aaron Becker (abecker@mays.tamu.edu) explaining why you feel you should have been given credit for the prerequisite(s) in question. Also, be sure to include a syllabus for each course in question. The deadline for requesting a reevaluation of your credentials is May 15, 2019.
   http://mays.tamu.edu/ms-management-information-systems/requirements/

4. **Create/Activate your NetID.** Your NetID is your username needed to access many university resources at TAMU. You’ll need your Universal Identification Number (UIN) provided in your offer letter to create/activate your Net ID. Please use caution when creating a NetID since this will also serve as your TAMU e-mail ID. We recommend using some version of your name since your e-mail address will be used in communication with TAMU and with potential employers. 
   https://applicant.tamu.edu/

5. **Join our Facebook group,** which is a forum for you to interact with faculty, staff, and current students in the program, as well as with other newly admitted students.

6. **Submit official GRE, GMAT, and TOEFL scores,** as applicable, to TAMU.

7. **Arrange to get all required immunizations** and submit necessary documentation to TAMU.
   http://shs.tamu.edu/immunizations
7. Submit official undergraduate transcripts to TAMU.
   Domestic students: Have your undergraduate institution submit transcripts NOW.
   Texas A&M students: No need to send your undergraduate transcript. We already have it.

   International students: Bring your official (original) mark sheets, consolidated transcripts, and
degree certificates to the INFO Student Services Office (SSO) upon your arrival on campus. The
documents submitted to TAMU must be the same documents that were provided to WES.

FINANCIAL AID OFFERS

Financial aid offers will be distributed via e-mail in mid-March. Offer letters will need to be
signed and returned to the INFO Student Services Office by April 15, 2019. The awards for
international students will be communicated to ISS by the department.

INTERNATIONAL STUDENTS ONLY

Before beginning I-20 process:

1. Be sure your admissions deposit has been paid.
2. Be sure your official test scores have been submitted. If not, your I-20 will indicate that you are not
   English language proficient.
3. Be sure the name listed in your AY application exactly matches the name on your passport. If not,
   please e-mail a copy of your passport to INFOStudentServices@mays.tamu.edu. We will need to update
   your academic records.

   Failure to follow these instructions will cause a delay in the processing and delivery of your I-20.

4. Upload financial documents into Terra Dotta to begin the process of obtaining your I-20.
   http://iss.tamu.edu/Prospective-Students/You-are-admitted-Now-What

5. Communicate mailing preference for I-20. http://iss.tamu.edu/Prospective-Students/You-are-
admitted-Now-What#1-I-20%2FDS-2019MailingOptions

6. For the purpose of qualifying for Graduate Assistantship – Teaching (GAT) positions, official TOEFL or
   IELTS scores are required. Scores must be on file by March 1, 2019 in order for you to be eligible for a
   GAT position.
   See http://mays.tamu.edu/msmre-application-instructions/#TESTSCORES for submission instructions.

   See http://mays.tamu.edu/ms-management-information-systems/financial-aid/ for minimum standards
   of English language proficiency for serving as a Graduate Assistant.