

RETURNING STUDENT



# Checklist

**WPU**  
WILLIAM PEACE UNIVERSITY

- Register for Fall Classes
  - Review course options in the Course Catalog in Self-Service
  - Meet with your advisor
  - Update/confirm Emergency Contact Information in Self-Service
  - Clear any holds:
    - Business (BUS) Hold: Check your balance in MyPacerNet to ensure spring student account is clear (MyPacerNet/Launch Self-Service/Access Finance Portal)
    - Advising (ADV) Hold: All new students who started in Fall 2022 or Spring 2023 are required to meet with their advisor
    - Registrar (REG) Hold: Submit all final official transcripts to Registrar's Office
- Register on your assigned date (check Self-Service Student Planning for your date)
  - Monday, April 3 90+ credits earned
  - Tuesday, April 4 60+ credits earned, honors, fall athletes, RAs, PMs
  - Wednesday, April 5 30+ credits earned
  - Thursday, April 6 0+ credits earned
- Complete your [Housing Application](#) OR [Commuter Request Form](#) once each academic year (In the spring semester)
- If you have dietary restrictions, please email [tratliffso@peace.edu](mailto:tratliffso@peace.edu) with your dietary needs
- Update Vital Health Record in [Magnus Health](#)
- Complete your [Health Insurance Waiver](#) for the fall semester if you already have health insurance
  - Select your institution / Select 'Waive'. Once submitted, you will receive a confirmation email - if you do not receive this confirmation email, contact [studentaccounts@peace.edu](mailto:studentaccounts@peace.edu).
- Students who plan on having a car on campus should purchase a parking decal [here](#).
- Pay balance for fall term by July 15th or sign-up for Monthly Payment plan by [logging into MyPacerNet/Launch Self-Service/Access Finance Portal](#). Statements are sent in June for fall semester.
  - Click [here](#) to make a payment on behalf of a student under Guest Payment.
- Complete the [FAFSA](#) each school year (if you have not already done so!)
- Review the Self Service to make sure the Financial Aid checklist is complete and all items taken care
- If you would like to update the FERPA information, click [here](#) for information and forms
- Athletes, make sure to communicate with your coach about your plans
- Get social with us! Follow these accounts on Instagram:
  - @lifeatwpu
  - @wpeaceuprez
  - @wpeaceu

## Questions

**Academic and Career Advising:**  
[advising@peace.edu](mailto:advising@peace.edu)

**Financial Aid:**  
[finaid@peace.edu](mailto:finaid@peace.edu)

**Health Services:**  
[healthservices@peace.edu](mailto:healthservices@peace.edu)

**Registrar:**  
[registrar@peace.edu](mailto:registrar@peace.edu)

**Residence Life:**  
[residencelife@peace.edu](mailto:residencelife@peace.edu)

**Student Accounts:**  
[studentaccounts@peace.edu](mailto:studentaccounts@peace.edu)

## Updates

Please check your WPU email regularly for important information and updates.