

## New Student Checklist

The New Student checklist outlines the steps to prepare you for your first trimester at the Graziadio School and helps to ensure your smooth transition into the program. If you have any questions, please contact your program advisor.

### **Pre-Registration**

Step 1: Upon completion of the [FAFSA](#) contact [Soledad Gonzalez](#) at (310) 562-5562 in the Financial Aid Office to finalize your financial aid package.

*\*If you are an international student you do not need to complete this step.*

Step 2: Create your ID Profile [here](#).

Step 3: Add your Pepperdine email to your mobile device/laptop.

- Click [here](#) to connect an iPhone or iPad.
- Click [here](#) to connect an Android device.
- Click [here](#) to connect a Blackberry device.
- Click [here](#) to connect a laptop/desktop.

Step 4:

A. Review your academic program plan to gain a better understanding of the sequence of courses in your program.

- [BSM](#)
- [FEMBA](#)
- [MSML](#)

B. Log onto [WaveNet](#) to view the course sections available for the first trimester using the registration guide. For Fall 2015:

- All new [BSM](#) students will enroll in BSCI 468, DESC 471, and GBSM 480.
- All new [FEMBA](#) students will enroll in BSCI 650, BSCI 651 and DESC 656. BSCI 650 and BSCI 651 must be taken at the same campus with the same professor.
- All new [MSML](#) students will enroll in OTMT 650, BSCI 650 and BSCI 651, and OTMT 617. BSCI 650 and BSCI 651 must be taken at the same campus with the same professor.
- To view the program requirements and course descriptions, click on the above program.
- ***Students are unable to enroll in the online section of BSCI 650/651 as the course is designated for online students only.***

Step 5:

A. Determine the section and location of where you would like to take the above courses. Email your program advisor the course information:

- Advising session you would like to attend based on the times listed in the welcome email you received from your advisor.
- Course information (name, number, section and location).

In the first trimester you will not be able to self-enroll. Your advisor will enroll you on the day of your advising session.

## Registration

Step 6: Meet with your program advisor to review the curriculum, requirements, and course schedule for your program. During this meeting, your advisor will register you for your first trimester courses.

- If you are eligible to waive a course, please discuss the process with your advisor during the new student advising session. The course waiver form must be completed by the first trimester. For information about course waivers, refer to the [Academic Catalog](#).

## Post-Registration

Step 7: Attend New Student Orientation. Shortly after your admission notification, you will receive an invitation to Orientation via email from the Fully Employed Program Office.

Step 8: Purchase your books online through the [bookstore](#) or visit the bookstore at the West LA campus. If no materials are listed, check back periodically and right before the start of the class.

Step 9: Review the parking information for your campus and if needed, purchase a parking pass.

Step 10: Sakai is Pepperdine's learning management system that allows faculty to share course information. Login to Sakai to view the behavior organization workshop's hotel information. It will be available two weeks prior to the workshop, listed under Resources within BSCI 650 (Master's students) and BSCI 468 (BSM students). To log on Sakai, go to WaveNet → Academic Resources → Courses (Sakai).

Step 11: Additional requirements

- A. If you are an international student, review the [Newly Admitted I-20 Checklist](#) and complete the International Student Data form.
- B. The [Registrar's Office](#) provides information regarding veteran's services and programs. If you are a veteran, military service personnel and/or a qualified dependent intending on using VA benefits, please review the services and programs available.

Step 12: The Career Management Center will create an account for you allowing you access to the Career Portal after Orientation.