

After Admission

Apply for Financial Aid

Refer to information on Financial Aid (<http://uwf.edu/offices/financial-aid>).

Apply for Housing

Refer to information on Housing (<http://uwf.edu/housing>).

Apply for Military and Veterans Benefits

Refer to information on Military and Veterans Benefits (<http://uwf.edu/offices/military-veteran-resource-center>).

Mandatory Immunization Health History Form

The University of West Florida (UWF), in compliance with Florida Statute (1006.69) and Florida Board of Governors Regulations (6.001 & 6.007), requires the completed UWF Mandatory Immunization Health History Form to be submitted to UWF Student Health Services as a prerequisite to matriculation or registration.

It is requested that the UWF Mandatory Immunization Health History Form be submitted to Student Health Services at least three (3) weeks prior to registration for timely processing. Late, incomplete, or inaccurate information may delay registration.

Follow these links for more information: Mandatory Immunization Health History Form (<http://uwf.edu/offices/student-health-services/immunizations/uwf-online-immunization-form>), and UWF Student Health Services (<http://uwf.edu/offices/student-health-services>).

Immunization Requirements

Refer to information on UWF Immunization Policy (<http://uwf.edu/offices/student-health-services/immunizations/uwf-immunization-policy>).

Immunization Exceptions/Waivers

Refer to information on UWF Immunization Exceptions and Waivers (<http://uwf.edu/offices/student-health-services/immunizations/immunization-exceptions-and-waivers>).

Submission of Documentation

Return the completed Mandatory Immunization Health History Form (<http://uwf.edu/offices/student-health-services/immunizations/uwf-online-immunization-form>) to Student Health Services (<http://uwf.edu/offices/student-health-services>) (SHS) via:

- **Drop Off:** Drop the form in the Immunization box at the front entrance of the Student Wellness Center (Building 960)
- **Email:** immunizations@uwf.edu
- **Fax:** (850) 857-6100 or
- **Mail:** University of West Florida, 11000 University Pkwy, Building 960 - Suite 106, Pensacola, Florida, 32514

MyUWF

New students may check their admission status through MyUWF (<http://uwf.edu/offices/help-desk/myuwf-and-argonet/myuwf>) at my.uwf.edu. Once admitted, students may also check their financial aid status (<https://confluence.uwf.edu/display/public/Viewing+Financial>

+Aid+Status) and register for classes (<http://uwf.edu/go/registration>) through MyUWF.

Register for Classes

Refer to information on Registration Policies and Procedures (<http://catalog.uwf.edu/graduate/academicpolicies/registration>). A Registration Guide (<https://confluence.uwf.edu/display/public/Student+Registration+Checklist>) to assist with the registration is also housed on the Office of the Registrar website.

Obtain Nautilus Card

All Pensacola campus students are required to purchase a Nautilus Card (<http://uwf.edu/offices/business-auxiliary-services/nautilus-card/nautilus-card-overview>). Refer to information on Tuition and Fees (<http://catalog.uwf.edu/graduate/tuitionandfees>).

Obtain Parking Permit

Parking a vehicle on campus requires a parking permit (<http://uwf.edu/offices/business-auxiliary-services/parking-and-transportation/parking-permits>) which may be purchased online through MyUWF at my.uwf.edu and search for 'parking'.

Confirm Residency for Tuition Purposes

Refer to information on Residency (<http://catalog.uwf.edu/graduate/residencyfortuitionpurposes>).

Pay Tuition and Fees

Refer to information on Tuition and Fees (<http://catalog.uwf.edu/graduate/tuitionandfees>).

Review Student Rights and Responsibilities

Review the *Student Handbook and Planner* for more information on topics below. The *Student Handbook and Planner* is available in print from the Dean of Students Office and is available online; refer to the Student Handbook (<http://uwf.edu/studenthandbook>).

Student Code of Conduct

The University seeks to provide an environment which encourages the thoughtful development of intellectual, social, and moral standards. Student conduct is expected to be lawful, and students are expected to abide by all University regulations and the Student Code of Conduct (<http://uwf.edu/offices/dean-of-students/office-of-student-rights-and-responsibilities/student-code-of-conduct>), as published in the *Student Handbook and Planner*.

Grievance

All students may bring grievances to the attention of University personnel, and they will receive prompt and fair disposition of grievances as outlined in the *Student Handbook and Planner*. Also refer to Appeals and Grievances (<http://uwf.edu/offices/dean-of-students/dean-of-students/other-processes>).

Prohibition of Harassment

Harassment is prohibited, whether on the basis of race, color, sexual orientation, religion, gender, national origin, age, physical disability, marital status, or veteran status. Harassment is defined as conduct which unreasonably interferes with a student's status or performance by creating an intimidating, hostile, or offensive working or educational environment. Sexual harassment is defined as unwelcome or unsolicited sexual advances, requests for sexual favors, and other

verbal or physical conduct of a sexual nature. Guidance, support, and assistance concerning discrimination are available from the Office of Human Resources. Any student believing they have been harassed may bring complaints to the Office of Human Resources.

Use of Instructional Space and Resources

University facilities and equipment are intended primarily for the use of the faculty and students currently enrolled in courses of instruction. Students who have completed registration, including the payment of fees for the current semester, and whose names appear on the final class rolls, are authorized to attend classes and to use University instructional areas, facilities, equipment, and designated services. Students, including those continuing work on theses and dissertations, who are not enrolled for the current semester, are not authorized to use instructional space and resources. Students may not attend classes, including use of instructional space, facilities, designated library services, and equipment, for which they have not paid fees or from which they have withdrawn.

Orientation

The Graduate School, in collaboration with various other units of the University, hosts a New Graduate Student Orientation. The orientation provides newly admitted graduate students with an overview of University services and extracurricular opportunities and an understanding of what to expect academically and financially as UWF graduate students. Graduate students attending the orientation have the opportunity to hear from representatives of academic departments, the Graduate Student Association, and other campus organizations. Additionally, students will receive information on how to purchase text books, parking permits, and their Nautilus Card. Supplementary orientation programs may be offered by individual academic departments.

Academic Advising

Each degree-seeking graduate student is assigned to a faculty member to assist in planning academic programs; provide guidance in personal, academic, and professional development; and foster interaction among students and faculty.

The Teacher Education Advising Center is the central campus office for all student information relating to teacher education. This office admits students into teacher education programs and into student teaching, distributes certification applications, and makes recommendations for certification.