12. PURCHASE A PARKING PERMIT.
   All students who park a vehicle, including motorcycles, on Gonzaga property are required to purchase and properly display a campus parking permit. Parking permits may be purchased online at gonzaga.edu/permits. Have your vehicle license plate number and Gonzaga ID number available when you register. After completing your registration, follow the online instruction to receive your parking permit. Parking lots are designated and posted by permit color and are restricted to particular groups (staff, faculty, law students, residence halls, rental units, etc.). Information about Move-In Day parking and routes will be posted to the New Student Orientation website at gonzaga.edu/orientation.

13. LEARN ABOUT THE CAMPUS SECURITY AND PUBLIC SAFETY DEPARTMENT.
   Gonzaga encourages students to join in the effort to provide a safe and caring environment in which living, learning, and working can take place most productively. For more information visit gonzaga.edu/security, call (509) 313-2222 or visit Huetter Mansion.

14. REQUEST A MAILBOX
   Undergraduate students living on campus must have an active MSC (Mail Service Center) number in order to receive mail and packages. There are no mail deliveries to residence halls, apartments or houses located on campus. Due to security concerns, there is no sharing of MSC numbers. To request an MSC number, please visit gonzaga.edu/mail and select “Request a Mailbox.” Once your MSC Box request has been processed, you will receive an email to your zagmail account from us with your MSC Number, the proper format for addressing packages, and important information to ensure delivery of your mail.
   You may begin sending items as soon as you have your MSC Number.
   You will keep the same MSC Number while enrolled at Gonzaga, so there is no need to reapply each year.
   If you wish to have your mail forwarded (USPS only) during summer break, please login to your myGU and visit our website. Click Temporary Mail Forwarding.
   *Please be aware that forwarding of mail is not available for Winter or Spring breaks.

15. IF YOU HAVE DOCUMENTED SPECIAL CIRCUMSTANCES OR QUESTIONS ABOUT SUPPORT SERVICES, PLEASE CONTACT OR VISIT THE FOLLOWING:

   Questions about student support services, wellness resources, case management and recovery support:
   CENTER FOR CURA PERSONALIS
   Main (800) 986-9585, x2227
   Direct (509) 313-2227
   gonzaga.edu/ccp

   Academic accommodations, auxiliary aids, assistive technology, advocacy and other types of assistance for students with disabilities:
   DISABILITY ACCESS
   Main (800) 986-9585, x4134
   Relay Services (800) 833-6384
   gonzaga.edu/disabilityaccess

   Dietary concerns:
   ZAG DINING BY SODEXO
   Main (800) 986-9585, x6906
   Direct (509) 313-6906
   General Manager (509) 313-4295
   gonzaga.edu/zagdining

Please Note: Your Gonzaga ID (which is different from your Application Portal ID) will be used as your official student ID number.

WELCOME TO GONZAGA!

We want to be sure you’re prepared and have the information you need before you arrive. Please use this checklist to help you access resources and complete important steps on your way to attending in the fall.
1. CHECK YOUR NEW GONZAGA EMAIL (ZAGMAIL) REGULARLY.

As a Gonzaga student, you have been assigned a username and email address that provides you access to technology services. These include access to email, University computer labs, Blackboard, and the automated library systems.

Your Gonzaga email address/user name is: [Email]

To set up your account, go to https://passwordreset.gonzaga.edu and click the button for “RESET PASSWORD” and follow the prompts. You will be required to set up your account by creating a password, as well as providing additional information for multi-factor authentication. Your new password must be a minimum of 15 characters.

Gonzaga’s student email is hosted by Microsoft and is called Zagmail. Once you have set up a password for your account, you can access your email at https://zagmail.gonzaga.edu.

This email address will be used for all official communication from the University from now on. Please check your email regularly so you do not miss important updates! If you need assistance with this process, please call the IT Support Center at (509) 313-5550 or email techsupport@gonzaga.edu during the week.

2. CONNECT WITH YOUR REGISTRATION ADVISOR: MAY-AUGUST

The Office of Admission will send an email to your Zagmail and personal email accounts regarding contact with your registration advisor. Please respond within one week of receiving this email by following the directions included in this message. You will not be enrolled for courses until you respond.

3. SUBMIT THE RESIDENTIAL LIVING AGREEMENT & ADVANCE ROOM DEPOSIT BY JULY 1, 2024.

Gonzaga University requires all full-time first- and second-year students, who are unmarried and under the age of 21, to reside on campus. If applicable, please submit the Residential Living Agreement and $200 Advance Room Deposit.

To submit a Residential Living Agreement and $200 Advance Room Deposit online, go to gonzaga.edu/housingapp.

You may choose to pay the $200 Advance Room Deposit by check. To do so, make the check payable to Gonzaga University and mail it to the Office of Admission (see address on back). Be sure to include your Gonzaga ID on the check.

4. COMPLETE NEW STUDENT HEALTH FORMS BY JULY 12, 2024.

All students are required to complete health forms and documentation prior to starting classes at Gonzaga University.

The health forms and documentation for new students include the mandatory measles vaccine requirement, the signed Meningitis Acknowledgement, submission of insurance information, and various other health forms. You do not need a healthcare provider’s signature or physical exam to complete this process.

Instructions for logging into your Health and Counseling Services Online Health Portal and completing the required Health forms and documentation for new students will be sent to your Zagmail account. For more information on Health and Counseling Services, please visit gonzaga.edu/healthandcounseling.

5. SUBMIT A PHOTO FOR YOUR ZAGCARD BY JULY 31, 2024.

Upload your photo and government ID for your ZAGCARD at photoupload.gonzaga.edu. Visit gonzaga.edu/zagcard to learn about all the features of your ZAGCARD.

6. UPDATE YOUR EMERGENCY CONTACT INFORMATION BY AUGUST 12, 2024.

Visit zaggweb.gonzaga.edu: Enter your Username from Checklist Item 1 and the password you created. Then, click on the “Personal Information Card.” Update the information in the Emergency Contact block and any other information as necessary. Note: Within the process you will receive a notification request to verify your identity.

The Advance Room Deposit converts to a damage deposit upon enrollment and will be returned when the student leaves the residence hall system if damages are not incurred.

If you plan to live with immediate family in the Spokane area, you must meet the requirements outlined in the Gonzaga University Residential Requirement document and submit the completed exemption Request form to Housing by July 1. The form can be found online in the ZAGLiving portal.

7. REGISTER FOR TRANSFER AND VETERAN STUDENT ORIENTATION SESSION IN AUGUST.

Check your Zagmail for a link to register for Transfer and Veteran Orientation on August 23rd. Students unable to attend Transfer and Veteran Student Orientation should contact the Transfer, Veteran, Returning Adult Services and First Generation Initiatives Office at tvras@ Gonzaga.edu. This Transfer Student Track of Orientation gives transfer students the opportunity to learn about what makes Gonzaga University unique, connect with campus resources, and learn about the GU and Spokane communities. In addition to orientation on August 23rd, transfer students are invited to attend the entire weekend of Welcome Weekend.

SAVE THE DATE FOR WELCOME WEEKEND, AUGUST 23-26, 2024.

Welcome Weekend includes residence hall move-in, class photo, Welcome Night in the Kennel, Welcome Mass, Academic Convocation, and much more! All new students are automatically registered for Welcome Weekend. Transfer students are invited to join all Welcome Weekend events.

REGISTER FOR PARENT & FAMILY ORIENTATION, AUGUST 23-25, 2024.

Parent & Family Orientation will run concurrently with Welcome Weekend. Through this program, family members and supporters will have the opportunity to learn about the many offices, services, academic programs, and resources Gonzaga University has to offer. For more information, and to register, visit gonzaga.edu/parents.

8. SUBMIT ALL OFFICIAL, FINAL TRANSCRIPTS AND ANY DOCUMENTATION OF ADVANCED CREDIT TO GONZAGA UNIVERSITY.

All incoming students must submit a final, official transcript from the institution previously attended. An official transcript is one that is submitted directly to Gonzaga from the issuing institution. Your final transcript must be received before you arrive on campus in order to ensure your fall enrollment at Gonzaga.

9. SET UP YOUR PAYMENT ACCOUNT WITH STUDENT ACCOUNTS.

Fall semester billing statements will be available to view on Transact Payments in July. You will receive notification at your Zagmail address. You can set up another person (such as a parent) as an authorized payer on Transact Payments which will give them access to view and/or pay your bills. Visit gonzaga.edu/setuppayeraccount for more information.

Families can choose to sign up for the interest-free four-month semester payment plan at gonzaga.edu/paymentplans.

10. CHECK YOUR FINANCIAL AID STATUS AND LEARN ABOUT STUDENT EMPLOYMENT OPTIONS.

Go to gonzaga.edu/offers for instructions on how to navigate your financial aid offer including to view and complete any outstanding requirements to receive financial aid.

Complete a Federal Direct Loan Master Promissory Note and Loan Entrance Counseling at studentloans.gov.

If you are interested in finding employment, you can begin your job search by visiting gonzaga.edu/studentemployment and viewing the various job boards. Contact the Financial Aid Office by email: finalad@gonzaga.edu or by phone: (509) 313-6582.

11. LEARN ABOUT DINING SERVICES OPTIONS.

All students who reside in the residence halls are required to eat on campus under a meal plan. Zag Dining by Sodexo partners with Gonzaga University to provide a full-service food program. You can learn more at gonzaga.edu/zagdining.

Zag Dining by Sodexo assists students with religious dietary restrictions, allergies, and many medical diets. Please contact our Zag Dining General Manager at (509) 313-4285 with questions. If you medically require a special diet, you may need to provide documentation from your physician.

To enhance your meal plan, Gonzaga includes Bulldog Bucks. Students may use this account to purchase meals and snacks at any on-campus Zag Dining location as well as several off-campus locations. Bulldog Bucks included with a meal plan are intended to supplement the plan the entire semester. You can learn more about Bulldog Bucks at gonzaga.edu/zagcard.