Now that you’ve been accepted to The University of Toledo, what are your next steps?

☐ **SET up your UTAD account.**

**What’s a UTAD account?**
UTAD is your personalized account that allows you to log in to use UT’s online resources, such as your UT e-mail account and the myUT portal. It’s very important you do this as soon as possible after you are accepted to UT.

**How to activate your UTAD account**
1. Visit myutaccount.utoledo.edu and enter your Rocket ID. This is your student ID, and it is found on your acceptance letter from UT. If you do not know your Rocket ID number, enter your Social Security number. You will also need to enter your eight-digit birth date (no spaces between numbers).
2. Click on the button that says “Find Account.”
3. The next screen will say “Terms & Conditions.” Read this information and then click “I agree” at the bottom.
4. After clicking “I agree”, the next screen will ask you to set your password. Make sure you read and follow the guidelines for setting your password.
5. The next screen will ask you to choose a security question. Choose one and type in the answer. Press “set”.
6. At the next screen, press “confirm” and wait until your account is activated.
7. After your account is activated, your myUT username and Rocket ID number will appear to the left in a box titled “Your Account (Brief)”. Remember to write down your username, password, and response to your security question, and keep it in a secure place.
8. You must complete these steps to activate your UTAD account in order to register for orientation, check your UT e-mail, and register for classes.

**Your UTAD account and UT e-mail account**
You must activate your UTAD account to use your UT e-mail.
You will use your UTAD account username and password to sign into rockets.utoledo.edu, which is where you can access your University e-mail account. You need to check this e-mail account often, as it is the official means of communication from UT.

**Your UTAD account and the myUT portal**
Your UTAD account gives you access to the myUT portal, a secure personalized Web site with a single access point for information.

At the myUT portal at myut.utoledo.edu, you can:
- Register for orientation
- View transfer credit
- Apply for housing
- Accept financial aid
- Register for classes
- View your tuition bill
- Request a parking permit
- And much more!

If you need assistance setting up your UTAD account, please contact Information Technology at 419.530.2400.
Apply for financial aid by filing the Free Application for Federal Student Aid (FAFSA).

The FAFSA is available starting January 1 each year at fafsa.ed.gov; be sure to file early and enter UT's code so we receive your results. UT's financial aid code is 003131.

Visit campus, if you haven't yet.

Visit u Toledo.edu/admission/campusvisit or call 800.5TOLEDO to find out about our daily tour options and other special visit opportunities.

Remember that you can always contact the UT Office of Undergraduate Admission for help at 800.5TOLEDO or 419.530.UTUT (8888) or visit u Toledo.edu/admission

Complete your housing application online by visiting the housing section on the myUT portal.

All first-year students are required to live in University housing and participate in the meal plan program. Some students may be eligible for an exemption from this requirement. Use your UTAD account to sign in at myut.utoledo.edu to apply for housing. You will need to submit a $40, nonrefundable housing application fee and a $200 housing prepayment at the time of application. If payment is not received, you will not be able to complete the housing application and will not be able to participate in the room selection process. You will select your housing assignment online beginning in May. Look for an e-mail to your UT e-mail address with details in late April. Selection times are based on your date of application. For more information, visit residencelife.utoledo.edu or call 419.530.2941.

Watch the mail for information about Rocket Launch (for new students) or Rocket Transition (for transfer students) orientation, and register for orientation.

Orientation is mandatory for all new and transfer students to UT. You will need to register for orientation through the online reservation system under the “New Student” Tab in the myUT Portal at myut.utoledo.edu. At orientation, you will learn about student academic support services, University policies and procedures, and how to connect with UT; you will meet with an academic adviser and register for classes; and you will complete procedural details such as obtaining your Rocket Card (student ID). A student who is a transfer readmit, who has applied and been accepted to a distance learning degree program or who has a bachelor’s degree is not required to attend orientation. For complete orientation information, visit u Toledo.edu/utlc/orientation or call the Office of New Student Orientation Programs at 419.530.1267.

Take placement tests prior to attending orientation.

Placement tests need to be completed at least one week before your scheduled orientation date. Students with no previous college credit are required to complete placement tests, and should log in to myut.utoledo.edu to view placement testing information under the “New Student” tab. Students with transfer credit must contact their admitted college at UT to find out which, if any, placement tests must be completed prior to orientation. Placement testing is available Monday – Friday, 9 a.m. to 4 p.m.; no appointment is required; however, students should bring a photo ID and their Rocket Number with them. For more information, call 419.530.2011.

NOTE: Your UTAD account must be activated before taking placement tests, registering for orientation, and completing your housing application. You CAN complete the other steps in any order as long as your placement tests are completed before you attend orientation.