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 MSC (Mail Services Center) number to receive packages and mail. Mail cannot be delivered to residence halls or apartments. MSC numbers are not automatically assigned. To request one, please visit gonzaga.edu/mail and select Mailbox Request. You will receive an email with your box number, proper format for addressing packages, and important information to ensure delivery of your mail. You may start sending items as soon as you have your number. You will have the same MSC number until you graduate from Gonzaga, so there is no need to reapply each year.
If you wish to have your mail forwarded (USPS only) during summer breaks, please visit gonzaga.edu/mail and select Forward Mail. Forwarding 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, x406
Direct (509) 313-406
Executive Chef (509) 270-5755
gonzaga.edu/zagdining

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.
You Are Now a ZAG!
As you prepare to attend Gonzaga, please review these important reminders:

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 username is: <<Username>>
Your Gonzaga email address is: <<Email>>

If you haven’t already, you will need to set up a password for your account by going to https://zagmail.gonzaga.edu, filling in your username, and then selecting “forgot my password.”

The password must be 15 characters, minimum (this is a non-expiring password; a regular password change will not be required). We recommend using 5 unrelated words (a “passphrase”) and we do not require character complexity (symbols, numbers, upper or lower case).

Gonzaga student’s 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.

You will be required to provide additional information on your first login to facilitate multifactor authentication.

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 during the week, or techsupport@gonzaga.edu.

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, 2022.

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, follow these steps:
A. Go online to gonzaga.edu/accepted.
B. Click on “Confirm Enrollment” and then “Student Housing.”
C. Click on “Submit a Residential Living Agreement and $200 Advance Room Deposit” for directions.

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 instructions on back). Be sure to include your Zagmail ID on the check.

The housing deposit is refundable if written cancellation and request for refund is received by the Director of Admission prior to enrollment.

The Advance Room Deposit converts to a damage deposit upon enrollment and will be retained when the student leaves the residence hall system if no damages are incurred.

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

4. COMPLETE NEW STUDENT HEALTH FORMS BY JULY 15, 2022.

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 includes mandatory immunization requirements, including the COVID-19 vaccination, 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 secure online health portal and completing the required health forms and documentation for new students will be sent to your Zagmail account in June. For more information on Health and Counseling Services, please visit gonzaga.edu/healthandcounseling.

5. SUBMIT A PHOTO FOR YOUR ZAGCARD BY JULY 31, 2022.

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, 2022.

Visit zagweb.gonzaga.edu. Click on “Enter Secure Area,” and enter your Username from Checklist Item 1 above and the password you created. Then, click on the Personal Information tab. Choose the Personal Profile block and 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.

7. SAVE THE DATE FOR ORIENTATION WEEKEND:
   FRIDAY, AUGUST 26 - MONDAY, AUGUST 29, 2022.

New Student and Family Programs coordinate New Student Orientation, which you can learn more about at gonzaga.edu/orientation.

New students are automatically registered for Orientation Weekend, so start checking your Zagmail for information from Guide Core, a team of student leaders charged with assisting all students’ transitions through the first year at Gonzaga.

Transfers are invited to the entire weekend, but if you can only attend a portion of the weekend, a special Transfer Orientation track will be held on Friday, August 26. Over the summer you will receive important updates on buying textbooks, reflections from current students and alumni and other information regarding Orientation. If you have questions, contact New Student and Family Programs at (509) 313-4346 or msp@gonzaga.edu.

Parent/Family Orientation runs concurrently with New Student Orientation. Through this program, parents and family members 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 THE OFFICE OF ADMISSION.

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. Holds will be placed on student records for non-receipt of a final transcript. The hold will prevent further access to registration.

Additionally, if you have completed any college credit and/or AP/IB Cambridge or German Abitur exams during your high school career, please have all official college transcripts (with earned degrees posted if applicable) and score reports forwarded as soon as possible.

9. SET UP YOUR PAYMENT ACCOUNT WITH STUDENT ACCOUNTS.

Fall semester billing statements will be available to view on CASHNet 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 CASHNet which will give them access to view and/or pay your bills. Visit gonzaga.edu/paymentportal 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.

Visit zagweb.gonzaga.edu, then click “Enter Secure Area” to view and complete any outstanding requirements to receive financial aid.

Complete a Federal Direct Loan Master Promissory Note and Loan Entrance Counseling at gonzaga.edu/financialaid.

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: finaid@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 caters students with religious dietary restrictions, allergies, and many medical diets. Please contact our Zag Dining Dietetic Manager at (509) 313-6900 or the Zag Dining Executive Chef at (509) 270-5775 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.

FALL 2022 TRANSFER STUDENTS