



SACRAMENTO STATE STUDENT-ATHLETE CHECKLIST

Immediate tasks

- If you haven't already done so, you must apply online for admission into Sacramento State. Application information can be found at: www.csumentor.edu. Once your applications has been submitted an acknowledgement letter will be sent. The acknowledgement letter will provide you with your student identification number. The student identification number is required for creating a SacLink account and essential for accessing important information via your MySacState account (see bullet # 3).
- Create an academic/admissions folder to help organize all correspondence received from Sacramento State. Additionally, keep copies of what you send to Sac State. Stay on top of all aspects of your college career, including both **academics** and **athletics**!
- Create a Saclink Account. Saclink provides you with access to MySacState, personal and campus web pages, campus wireless connectivity, library resources and university computing labs. Go to www.saclink.csus.edu/saclink/ to register for an account. Then, through MySacState, you can view your class schedule, student holds, financial information, fees and register for classes.
- Complete your Entry Level Math (ELM) and/or the English Placement Test (EPT) requirements. Check your admissions letter and/or MySacState to see if you are required to take the ELM and/or the EPT. For exam information link to <http://www.ets.org> (*Tests* blue tab; then EPT/ELM) for pre-registration and test dates at every CSU Campus. **Please note: exams must be taken and/or exemptions (based on SAT/ACT) submitted by May 1st so that you can attend orientation and register for classes.**
- The NCAA Eligibility Center**
 - **Freshman & Transfer Students** – ALL prospective student athletes are required to register with the NCAA Eligibility Center. For domestic student-athletes it costs \$60 and for international student-athletes \$85. Register online at: www.eligibilitycenter.org

***Prospective Student-Athlete - then link to either US Student or International Student (tab)**

- Send official transcripts from all the high schools and colleges you have attended. Be sure to have your high school send an official final transcript with your graduation date posted as soon as possible to the NCAA Eligibility Center.
- Send all SAT and ACT scores directly to the NCAA Eligibility Center (use test code 9999).
- Every prospective student-athlete who is attending an NCAA Division I or II institution for the first time must have their amateurism status certified by the Eligibility Center. This includes prospective student-athletes who are transferring from any 2-year or 4-year institutions that are not members of NCAA Division I or II. When you register, you will be asked a series of questions about benefits and activities that might impact your status as an amateur. Beginning April 1st, you must log back into the Eligibility Center and complete a final authorization signature to verify your answers.

NOTE: If you do not complete this process prior to your arrival to campus you could miss practice or competition, and if you are on athletic scholarship your aid will be placed on hold until this process is finalized.

- Make sure to send all official high school and college transcripts with graduation dates posted as soon as possible to:

Sacramento State
Student Athlete Resource Center
6000 J Street
Sacramento, CA 95819-6099
ATTN: Initial Eligibility Coordinator

- Financial aid is available in addition to your athletics scholarship. (We urge all students to apply.) There are many types of financial aid but you must first file the Free Application for Federal Student Aid (FAFSA) in order to determine your financial need. The website is www.fafsa.ed.gov. Sacramento State Financial Aid information can be found at www.csus.edu/faid with links to find out more about grants, scholarships, loans, and Federal Work Study. **Sacramento State school code for FAFSA is 001150.**
- **GPA Verification Form:** Make sure to submit the GPA verification form to the California Student Aid Commission (CSAC) no later than March 2nd. A PDF version of the GPA Verification form can be found at [http://www.csac.ca.gov/pubs/forms/grnt_frm/march2_11-12_gpaform\(fillable\).pdf](http://www.csac.ca.gov/pubs/forms/grnt_frm/march2_11-12_gpaform(fillable).pdf)
- Research your housing options. For residence hall information link to www.csus.edu/housing/index.stm; for off-campus housing information link to www.csus.edu/offcampus/

Next Steps

- Attend **mandatory** New Student Orientation for freshmen and transfers. Registration for classes takes place at orientation, so don't miss it! Students who have been **admitted** will have invitations sent to them beginning in April. Orientation dates are from early June through July (TBD). Attending the early orientation dates can improve your access to classes. For more information regarding orientation link to: <http://www.csus.edu/acad/orientation> or call (916) 278-7841.
- In August (TBD), the Student-Athlete Resource Center will conduct mandatory student-athlete informational workshops for all freshmen and transfer student-athletes. These sessions will cover NCAA eligibility rules, University academic policies and procedures, Life Skills and Student Development topics, and how to access academic support (advising, tutoring, mentoring, etc.). These workshops are not designed to help with late registration, so please also attend one of our campus-wide orientations during June and July. For more information contact the SARC at (916) 278-5431 or contact your coach (your coach should be informing you about these workshops in early August).
- Want to avoid the long lines and the stress of buying books? We will have a priority/early book purchasing day for student-athletes in August (TBD). Check with your head coach for details. If you are receiving a book scholarship, you will receive your book card either at this event or from the Compliance Office. You must have your book scholarship card in your possession to purchase your books. You will also be required to submit a duplicate receipt of your book scholarship card purchases to the Compliance Office.
- If you are a scholarship student-athlete you have 3 options to receive your disbursement:
 - ERefund: You can have your financial aid deposited directly into any bank account! There are no fees to sign up for ERefund. You can find information about signing up on your MySacState account. If you have specific questions about ERefund, you can contact eRefundhelp@csus.edu or the Student Financial Services Center at (916) 278-6736.

- If you prefer to pick up your check, then you must fill out a “No Mail” request form with the Student Financial Services Center EVERY semester. The “No Mail” request form must be submitted two weeks prior to the start of the semester.
- If you do not select either of the above options, then your scholarship disbursement will automatically be mailed to the current address you have listed on your MySacState account. Make sure to keep your address accurate and up-to-date.

Additional Links & Information

- To help you pick your classes, please refer to the online Class Schedule at: www.csus.edu/webpages/schedule.stm/. Sacramento State classes are found on-line only.
- For information regarding Sacramento State policies and procedures and a list of majors and course descriptions please refer to aaweb.csus.edu/catalog/
- Your safety and well being are important to us. If you have any questions about public safety issues go to www.csus.edu/police
- For information on our Student Health Center and the services provided, please visit: <http://webapps1.csus.edu/hlth/index.asp>
- Any information on Student Activities can be found at: <http://www.csus.edu/soal/>
- Map of campus itweb.csus.edu/map/ . Highlighted points of significance:
 - Bookstore
 - Lassen Hall (SARC-3rd floor; Financial Aid-1st floor)
 - The Broad Field house (Football and Track & Field)
 - Yosemite Hall (Athletic Department office)
 - Daily parking permits can be purchased at various locations.
- For more information about the Department of Intercollegiate Athletics please visit: <http://www.hornetsports.com/>
- Get acquainted with the SARC staff @ <http://saweb.csus.edu/students/sarc/>