Student Checklist
Below is an easy-to-follow checklist that will help you in your transition to Regis College!

Register for Classes
Please contact Deb Cohen, Director of Academic Advising at 781-768-7833 or email at debra.cohen@regiscollege.edu to schedule an appointment.

Students with Disabilities
If you are a student with documented disabilities and wish to disclose a disability and/or request accommodations, please contact Courtney Mulligan, Director of Student Disability Services at 781-768-7384.

Submit Final Transcripts
All new students must submit their final transcripts to the Admission Office.

Register for Orientation
www.regiscollege.edu/campus_community/orientation_registration.cfm

Medical History and Immunization Documentation
Complete and return the health forms and meningococcal waiver, which are available online www.regiscollege.edu/orientation. Students must have these records on file at Regis College per college and state policy. These forms are due by January 6, 2014. Failure to have these records on file at Health Services may impact your ability to move on campus, start class and participate in athletics. Regis athletes must submit health forms to both Health Services and Athletics. Please contact Health Services with questions at 781-768-7290

Finalize Housing
Residential students should complete the housing application and return it to the Office of Residence Life & Housing by January 4, 2014. Please call Shawn Edie, director of housing at 781-768-7452 with questions.

Student Personnel Form
It is very important that your address and phone information are kept current with the College. Please fill out and return to the Office of Student Affairs by January 6, 2014.
Finalize Financial Aid
Apply for scholarships and financial aid as early as possible. Submit outstanding documents. Notify Financial Aid of any outside Scholarships you have or will be receiving. Contact the Center for Student Services at 781-768-7270 for specific information regarding your financial aid status.

Complete Promissory Note for loans
Complete the Master Promissory Note (MPN) for Federal Direct Loans or Parent Federal Direct Plus loan. Please go to www.studentloans.gov. Loan proceeds cannot be disbursed without a promissory note.

Complete Entrance Counseling for Loans
Students receiving Federal Direct Loans must complete Entrance Counseling online at www.studentloans.gov

Waive or Enroll in the Student Health Insurance Program
The Commonwealth of Massachusetts requires all students to carry health insurance. Regis College has negotiated a student health insurance plan for all students who do not have outside coverage. Each year Regis College charges every student a health insurance fee. If you are already covered, you may waive the health insurance fee during the waiver period by filling out a waiver form to provide proof of comparable insurance. If no action is taken during the waiver period, you will be automatically enrolled in the program and responsible for the health insurance fee. The Office of Student Accounts will mail detailed instructions when the waiver/enrollment period opens (December 15 – February 1, 2014) so please keep an eye out for that. If you have any questions about the health insurance, please contact Lisa Treacy in the Center for Student Services at 781-768-7081 or lisa.treacy@regiscollege.edu.

Register your car
Resident students who are members of the Class of 2017 are not permitted to have cars on campus. If you plan to live on campus and have questions regarding parking, please contact the Asst. Dean of Students, Laura Bertonazzi via email at laura.bertonazzi@regiscollege.edu. Commuter students are eligible for parking permits which are available in Campus Police. Students may register one car and must do so within 24 hours of bringing the car to campus. Students may only park in the designated parking areas.

Purchase Your Textbooks
The Regis College Bookstore is the official source for textbooks. Visit their website at www.efollet.com for information regarding online book purchase, e-books, and more! The bookstore is located on the first floor of the Student Union building.

Select a Meal Plan
All resident students are automatically registered for a meal plan through the Chartwells Dining Services. Meal plans can be altered by visiting the Chartwells office, located on the second floor of the Student Union building (hallway next to the Main Dining Hall).

Commuter students are not enrolled in a meal plan with the cost of their tuition, but one may be purchased by visiting the Chartwells website: www.dineoncampus.com/regis. Cash, Visa, MasterCard and DB are accepted in all locations.

Locations include:
1. Main Dining Hall located in the Student Union Building
2. College Café located in the first floor of Student Union Building
3. Bistro at College Hall located second floor of College Hall next to main foyer

Contact information: Director of Dining, Geoffrey Searl / 781-768-8121