

CHECKLIST OF ITEMS PREVIOUSLY SENT

1. Health forms, physical examination, immunization records, and medical authorization forms (RETURN)

Every student must have accurate, up-to-date health and immunization information on file in Health Services before registering for classes. Students entering Austin College are required to have had immunizations for MMR (measles, mumps, rubella), polio, TDAP (Tetanus/Diphtheria/Pertussis), hepatitis A, hepatitis B, meningitis**, and varicella (or a record of physician-diagnosed chickenpox), and a TB skin test that has been done within 12 months of attending Austin College. (HPV is recommended, but not required by Austin College.) To verify that we have received a copy of your student's immunization record, please call 903.813.2247.

The meningitis vaccine is **required by the State of Texas for all students, and students cannot be permitted to engage in any school related activities, including attending class, until 10 days after the vaccination was received. Therefore, students starting class on August 25th must have had the vaccine no later than August 14, 2017.

2. Insurance information (COMPLETE ONLINE)

Austin College requires all full time students to have valid health insurance. All students are automatically enrolled in the student health plan sponsored by Austin College unless they waive out with proof of current insurance.

For those who have no insurance, Austin College offers a health insurance plan through Academic Health Plans underwritten by National Guardian Life Insurance Company (Not Affiliated with The Guardian Insurance Company). The plan has an unlimited maximum benefit and the annual cost is \$2,054 for coverage from August 1, 2017 through July 31, 2018. This policy will cover most accidents and illnesses assessed through the Adams Center Health Clinic as well as provide benefits for off-campus and emergency care.

- All students were billed for the AHP plan unless they waived out prior to July 1, 2017. **The plan's cost will remain on the bill unless the student goes online and completes the online waiver form before classes begin.**
- To waive out of the AC sponsored insurance plan, students must go to <https://www2.academichealthplans.com/school/2351.html> and complete the online waiver form indicating current insurance information for verification of proof of coverage (upload front and back of insurance card). **When the coverage is verified, AC Health Services will be notified, and the charge will be removed from the account.**

Additional information and a brochure of benefit highlights are available at <http://www.austincollege.edu/campus-life/health-services/student-insurance/>. For more information, call Health Services at 903-813-2247.

3. Residence hall contract, food service contract, and Myers-Briggs Personality Test (RETURN)

All room assignments have been made. Questions related to housing can be directed to Residence Life in the Student Engagement, Enrichment, and Development Office, 903.813.2306.

4. Information on portal and email

Information on how to access the **"MyAC" portal** was sent to your student in the letter sent to incoming freshmen in June. They were also encouraged to be certain their **Austin College email** is set up and that they are checking it for messages.

5. My Student Body (MSB) (COMPLETE ONLINE) is an online alcohol and drug awareness course that all students must complete prior to August 1, 2017. Failure to do so may prohibit participation in co-curricular activities until completed.

6. LawRoom University/Campus Clarity (COMPLETE ONLINE) is a mandatory online course designed to create awareness of issues such as hooking up, substance abuse, sexual violence, and healthy relationships in order to create a safer campus for everyone. Students were contacted by email about this in early June. This online course must be completed by August 1, 2017. Failure to do so may prohibit participation in co-curricular activities until completed.

7. Self-disclosure information (RETURN) – A form was sent for students with learning disabilities, physical challenges, or health concerns to disclose to better enable the College to assist them and help them be successful. Professional staff will follow up with your student as needed regarding this information.

8. C/I (Communication/Inquiry) topics and general release form (RETURN)

All students have now been assigned to a C/I Class. Preference in assignment was made based on when the forms were returned. The general release form, which is required by the College, will be kept on file in the student's portfolio.

9. Financial Aid and other information

You will save yourself time during check-in if you make sure your file is complete. You can call the Financial Aid Office in early August at 903-813-2900 to check on your file. You can go to <http://www.austincollege.edu/admission/financial-aid/> for more information regarding forms, verification of FAFSA data, and a link to tuition and payments.

10. Student-athlete information (RETURN)

Required forms must be turned in to the Athletic Department before a student-athlete can participate in fall sports, including practice. If you need further information about required forms, please contact your coach or the Athletic Department at 903.813.2499.

11. Enterprise CarShare

Enterprise CarShare is a member-based car sharing program from Enterprise Rent-A-Car. This program allows students, faculty, and staff who are 18 years of age or older to reserve the use of a vehicle that is parked on campus and available at any time. There are stipulations, and details are available at www.EnterpriseCarShare.com