

# Enrollment Checklist

## 1) [Confirm Enrollment](#)

- Accept your Offer of Admissions

## 2) [Submit Your Enrollment Deposit](#)

- Pay the non-refundable deposit to secure your place in the program

## 3) **Submit Official Required Documents (via your portal):**

- Final Transcript(s)
- Must indicate degree awarded and date conferred.
- Electronic submission is preferred (e.g., Parchment or National Student Clearinghouse).
- Mailed transcripts must be in a sealed, unopened envelope mailed directly from issuing institution
- Official Test Score(s):
- Required if unofficial scores were submitted for review (e.g., SAT, ACT, GRE, TOEFL, IELTS, and/or Duolingo)
- **M.Arch 2 Students Only:**
  - Collect and be prepared to submit syllabi for the following courses:
    - Structures I
    - Structures II

## 4) **Secure Your I-20 (International Students Only)**

## 5) **Attend Required Summer Workshop:**

- English as a Second Language (ESL): For international students who have not met the required English proficiency score.
- Bachelor of Architecture Transfer Seminar (BATS): Required for transfer students placed in second or third year of our B.Arch program.
- Introduction to Digital Design (IDD): Required for all M.Arch 2 students. Optional, but strongly recommended to all postgraduate students.

## 6) **Attend New Student Orientation (NSO):**

- Mandatory two-day event
- All new students must attend both days (September 3-4) to register for classes.

## 7) **Register for classes**