



WKU New Student Checklist

The following checklist will guide you to various services you will need to utilize as you start your WKU experience. Please print for your records.

Community College Students: FOLLOWING LUNCH, you will go to advising and registration at the South Campus located approximately 2.25 miles from WKU Main Campus. Please have your own transportation to and from this session. Click here for directions. Directions will also be available during orientation.

- ▷ **Visit campus**
Campus tours are arranged through the WKU Office of Admissions. Schedule a eCampus tour or call (270) 745-2551. You also can utilize our virtual tour.
 - ▷ **Register for classes**
All beginning freshmen and transfer students must sign up for the Academic Transitions Program. On that day you will meet with an academic advisor and be registered for your classes. If you have questions please call the New Student Orientation Office at (270) 745-2551. Reservations for the Academic Transitions Program are required.
 - ▷ **Send your transcript**
Students transferring from another accredited college or university should request that an official transcript from each school attended be mailed to the WKU Admissions Office, 1906 College Heights Blvd. #11020, Bowling Green, KY 42101-1020 or call (270) 745-2551 if you have questions.
 - ▷ **Apply for financial aid and scholarships**
Questions concerning student financial assistance, student employment and academic scholarships can be answered by the Office of Student Financial Assistance (270) 745-2755. Check out their website at Student Financial Assistance or E-mail your questions to fa.questions@wku.edu or scholarships@wku.edu.
 - ▷ **Arrange for housing**
All freshmen and sophomores at WKU are required to live in a residence hall. If you need a housing application or have questions please call (270) 745-4359, visit the Housing and Residence Life website or E-mail hrl@wku.edu.
 - ▷ **“Catch the Spirit” with M.A.S.T.E.R. Plan**
M.A.S.T.E.R. Plan “Making Academic & Social Transitions Educationally Rewarding” is a program for new WKU students. It is designed to prepare students to meet the challenges of campus life and the college classroom. To sign up or call (270) 745-5863, visit the M.A.S.T.E.R. Plan website or E-mail hrl@wku.edu.
 - ▷ **Purchase a meal plan**
All freshmen at WKU are required to buy a meal plan. Restaurant & Catering Service has an assortment of meal plans available for students. Plans should be purchased at the beginning of the semester. Contact Restaurant & Catering Service at (270) 745-2416 or visit their website wkudining.com.
 - ▷ **Get involved**
Make your Western experience rich and rewarding. Visit the Student Activities and Organizations website for information on clubs and organizations on campus.
 - ▷ **Confirm your major**
During orientation, you will meet with an advisor and register for classes. To ensure that you meet with an advisor within your correct major, please confirm your major on TopNet at least 3 business days before your orientation date.
 - ▷ **To check your major:**
Go to topnet.wku.edu. Log in using your 800# and TopNet PIN.
Click on “Continue Log in”
“Student Services”
“Registration”.
“View Student Information”.
Select the term and click “Submit”
Your major is listed at the bottom of the page.
- If you want to change your major, Email your name, WKU 800# and new major to: orientation@wku.edu at least 4 days before your date. Otherwise your major will not be changed until after ATP.