

✓ **ID Cards - ACTION ITEM**

Here's how to get a university ID card: <https://www.rit.edu/academicaffairs/registrar/id-photo>

✓ **University ID # - ACTION ITEM**

Your university ID # is needed for all forms you submit. Please memorize it.

To find your UID, log into your SIS account and click on Personal Information, you will see your ID # at the top left corner of your screen, between the orange bar and personal details.

✓ **Textbooks - ACTION ITEM**

Here is the link to the RIT Online bookstore to see what textbooks you need (if any):

<https://rit.textbookx.com/institutional/index.php>

✓ **Immunizations - ACTION ITEM**

Please make sure to submit your immunization paperwork to the **Student Wellness Portal**

<https://www.rit.edu/studenthealth/> prior to starting classes. Failure to do so could result in being dropped from classes in a few weeks. Here is the link for more information:

<https://www.rit.edu/studenthealth/immunizations>

✓ **Electronic Signatures - ACTION ITEM**

If you haven't already created an electronic signature in Adobe, please do so. All of our forms will require an electronic signature.

✓ **Forms - ACTION ITEM**

Most of the forms that you would need to submit can be found on the Office of the Registrar website:

<https://www.rit.edu/academicaffairs/registrar/forms.html>. CAD specific forms can be found on InsideCAD

<https://inside.cad.rit.edu/current-students/academic-information/forms/>. *Please bookmark these links.*

✓ **Inside CAD - ACTION ITEM**

CAD has an internal website that is a great resource for CAD faculty, staff and students. There is a

Graduate Student Information section <https://inside.cad.rit.edu/current-students/academic-information/graduate-student-info/> that has links to informational handouts, SIS help, elective course lists,

Thesis instructions, and different support services on campus. We've made it simple so you have one link to access all CAD graduate related information. *Please bookmark this link.*

✓ **Personalized Advising Tools**

My Academic Requirements (also called Degree Audit)

- An online list of your degree requirements that tracks your progress.
- Student Home > Academic Records > My Academic Requirements. Click on "Expand All" to see all sections.

Academic Planning Sheet

- A term-by-term breakdown of degree requirements for your program (curriculum).
- Given to you when you started your program.
- Your academic advisor maintains a copy and can send you a pdf upon request.

✓ **Term Codes**

Fall 2023-2024	2231	Fall 2024-2025	2241	Fall 2025-2026	2251
Spring 2023-2024	2235	Spring 2024-2025	2245	Spring 2025-2026	2255
Summer 2023-2024	2238	Summer 2024-2025	2248	Summer 2025-2026	2258