



Summer Checklist

- Submit your resume for approval in the Resume Builder (**due July 19**).
 - Students should check their e-mail for detailed instructions on accessing the builder
 - After your resume is approved you may start applying for internships (**by August 10**).
- Read the Internship Guide by **August 15**.
 - The Internship guide is available here: <http://www.american.edu/spexs/mentorship/upload/Internship-Guide-S13.pdf>
- If you already have health insurance, **waive the student health insurance by August 1**. If you do not waive the insurance, a student health insurance premium of \$700 will be automatically added to your bill.
 - <http://www.american.edu/ocl/healthcenter/Health-Insurance-Waiver-Information.cfm>
- Complete your course registration by signing the following forms (available on your myAU portal under “Academics”). **Due by August 1**.
 - AU Parking Policy Agreement for UM in DC
 - UM in DC Consent & Release Agreement
 - UM in DC Course Registration Authorization
- Submit your photo for your AU ID card (**August 1**).
 - See <http://www.american.edu/ocl/housing/aidphotosubmission.cfm> for instructions
- Get all of your required immunizations and mail them to the Student Health Center (**by August 16**).
 - Information and instructions are available here: <http://www.american.edu/ocl/healthcenter/Immunization-FAQs.cfm>
 - The form is available here: <http://www.american.edu/ocl/healthcenter/loader.cfm?csModule=security/getfile&pageid=39852>
- Complete AlcoholEdu Part I (**due August 23**) through your myAU portal.
- Read AU’s community text, *Notes from No Man’s Land: American Essays* by Eula Biss (**Due August 26**).
- Pay your semester bill (**by August 26**) using Eagle Finance.
 - <https://eaglefinances.american.edu/Student/>
 - For payment instructions please refer to: <http://www.american.edu/finance/studentaccounts/Payment-Information.cfm>
- Check your course schedule in your myAU portal, under “Academics” then “My Class Schedule” **by August 26**.
 - Then look up your required books using the schedule of classes (and clicking on “view books”): <http://www.american.edu/provost/registrar/schedule/index.cfm>
 - IMPORTANT: Make sure you select the right course number AND section.
- Check your e-mail frequently and get excited to join us in August! UM in DC Student & Parent Orientation begins August 19!