

# SPRING 2021 } INTERNATIONAL STUDENTS

## Congratulations on your Acceptance for Spring Semester!



<<First>> <<Last>> | <<ID>>

To complete many of the steps below, you will need to log in to a portal called "ZagWeb".

To log in to ZagWeb, use your Gonzaga ID (printed in red above) and your PIN (your birth date in six digits MMDDYY).

Please Note: Your **Gonzaga ID** (which is different from your Application Portal ID) will be used as your official student ID number upon enrollment at Gonzaga University.

### If you intend to enroll at Gonzaga University in the Spring, you must complete the following steps:

☐ **1. SUBMIT THE \$500 CONFIRMATION DEPOSIT BY DECEMBER 1 OR TEN (10) DAYS AFTER ADMISSION**

The Confirmation Deposit secures your place in the class and initiates course registration.

The \$500 Confirmation Deposit can be submitted in one of the following ways:

- A. Go online to [gonzaga.edu/accepted](https://gonzaga.edu/accepted). Click on "Confirm Enrollment" and then "Confirmation Deposit". Then click on "Paying your tuition deposit online" for directions.

**OR**

- B. Mail a \$500 check, made payable to Gonzaga University, to the Office of Admission (see address on back). Include your Gonzaga ID on the check.

☐ **2. SUBMIT THE RESIDENTIAL LIVING AGREEMENT & \$200 ADVANCE ROOM DEPOSIT BY DECEMBER 1**

If applicable, please submit the Residential Living Agreement and \$200 Advance Room Deposit.

**To Submit a Residential Living Agreement and \$200 Advance Room Deposit online**, follow these steps:

- A. Go online to [gonzaga.edu/accepted](https://gonzaga.edu/accepted).
- B. Click on "Confirm Enrollment" and then "Student Housing."
- C. Click on "Submit a Residential Living Agreement and \$200 Advance Room Deposit" for directions.

You may choose to pay the \$200 Advance Room Deposit by check. To do so, make the check payable to Gonzaga University and mail it to the Office of Admission (see address on back). Be sure to include your Gonzaga ID on the check.

Please note that you can combine the tuition and housing deposits together into one check for \$700, if applicable.

The housing deposit is refundable if written cancellation and request for refund is received by the Director of Admission prior to enrollment.

The Advance Room Deposit converts to a damage deposit upon enrollment and will be returned when the student leaves the residence hall system if no damages are incurred.

☐ **3. RECEIVE YOUR IMMIGRATION DOCUMENTS (IF NEEDED)**

Your international admission counselor will contact you about next steps regarding your international student status. Any necessary immigration documents will be issued by the International Student & Scholar Services (ISSS) Office. ISSS will provide you with information on obtaining your student visa and more. For more information, please email [iss@gonzaga.edu](mailto:iss@gonzaga.edu) or visit [gonzaga.edu/iss](https://gonzaga.edu/iss).

☐ **4. SEND ALL OFFICIAL, FINAL TRANSCRIPTS AND ANY DOCUMENTATION OF ADVANCED CREDIT TO THE OFFICE OF ADMISSION**

Final High School transcripts should cover eight semesters or twelve trimesters of work and have a graduation date posted.

Transfer and returning students should request that final, official transcripts of all collegiate work be sent to the Office of Admission.

To be considered for college credit, students who have taken Advanced Placement, International Baccalaureate, Cambridge or German Abitur exams during high school must have official transcripts and examination records sent to the Office of Admission.

Offers of admission from Gonzaga University are conditional and contingent upon the successful and satisfactory completion of all academic work in progress. Final academic transcripts will be carefully reviewed. Students are expected to remain in good standing in the school and community.

#### □ 5. CHECK YOUR ZAGMAIL OFTEN

When we receive your confirmation deposit, we will create your Gonzaga email account (called "Zagmail") and send you information about how to log in. If your mailing address is within the U.S., we will send the information in the U.S. postal mail. If your mailing address is outside the U.S., then we will send the login information via the email we have on file from your application for admission. All further email correspondence from Gonzaga will be sent to your new Zagmail address. Please check it often to receive registration, orientation, housing, billing, and other important information.

#### □ 6. PREPARE FOR THE NEW STUDENT HEALTH CLEARANCE PROCESS BY JANUARY 3

Instructions for logging into your secure Online Health Portal and completing the required New Student Health Clearance process will be sent to your Zagmail account after the Office of Admission receives your Confirmation Deposit. The Health Clearance includes a mandatory immunization requirement, submission of insurance information, and the completion of various online health forms. For more information on Health & Counseling Services, please visit [gonzaga.edu/healthandcounseling](http://gonzaga.edu/healthandcounseling).

#### □ 7. START PREPARING FOR YOUR COURSE REGISTRATION

The Office of Academic Advising and Assistance registers all new First-Year Students for their first semester. The Office of Admission will send information to Transfer Students regarding course registration via Zagmail and personal email once you have confirmed enrollment. New students are encouraged to explore and familiarize themselves with the academic programs and requirements of Gonzaga University students, which can be found at [gonzaga.edu/academics/undergraduate](http://gonzaga.edu/academics/undergraduate). Other academic information can be found in the online Undergraduate Catalog at [www.gonzaga.edu/catalogs](http://www.gonzaga.edu/catalogs).

#### □ 8. CONTACT THE DISABILITY ACCESS OFFICE IF NECESSARY

Support services are available for students with documented disabilities. If you have a disability which may require accommodations for access to curriculum, housing, University dining, or other campus services, or if you received accommodations at your previous institution, please contact Gonzaga at the following numbers for more information: **Disability Access:** (800) 986-9585, ext. 4134 | **Relay Services:** (800) 833-6384.

For certain services, such as a sign language interpreter or materials in alternate media (recording or Braille texts), please notify Disability Access six or more weeks in advance of your arrival so that services can be arranged before you begin the semester.

#### □ 9. ORIENTATION INFORMATION

The ISSS Office will email you information on pre-orientation, immigration, and airport details. If you have questions or concerns, please email [iss@gonzaga.edu](mailto:iss@gonzaga.edu).

The entire Gonzaga community welcomes you and looks forward to seeing you on campus!  
If you have questions please contact:

##### OFFICE OF ADMISSION

Phone: (800) 322-2584  
(509) 313-6572  
Fax: (509) 313-5780  
Email: [admissions@gonzaga.edu](mailto:admissions@gonzaga.edu)

##### INTERNATIONAL STUDENT & SCHOLAR SERVICES (ISSS)

Phone: (509) 313-6236  
Email: [iss@gonzaga.edu](mailto:iss@gonzaga.edu)