



Ohio State University Enrollment Task Tracker



School Email (BuckeyeMail) & Student Portal (BuckeyeLink)

From now on, important and time-sensitive business communications from Ohio State will be sent to your BuckeyeMail account. My Buckeye Link is your student account where you can register for classes, view your class schedule, view your statement of account and pay your fees.

If you already activated your username and created a password for BuckeyeLink (you may have done this as an applicant in order to check your application status - if not, go here), your next step is to set up your BuckeyeMail account.

1. Go to my.osu.edu and log in.
2. On the left side of the page, click Change Email Delivery.
3. Select Create my BuckeyeMail account and submit.

Once your request has been processed (allow up to 90 minutes), you'll be able to log in at buckeyemail.osu.edu to receive and send emails.

Your email address is: lastname.#@buckeyemail.osu.edu

Student Email: _____ **Password:** _____

Financial Aid Account

Be sure to review and accept or decline your financial aid: <https://sfa.osu.edu/incoming-freshmen/accept-aid/accept-decline-loans>

Also, if you haven't already done so, submit the FAFSA and create your ScholarshipUniverse profile. Every student is highly encouraged to file the FAFSA and create a profile on ScholarshipUniverse to be considered for the most financial aid (including scholarships, grants, loans and Federal Work-Study). View deadlines and simple steps for applying for aid.

If you will be attending a regional campus, be sure to explore campus-specific scholarship opportunities at Lima, Mansfield, Marion, Newark or ATI. Please direct specific questions to the financial aid office on your regional campus.

Pay Acceptance Fee

Confirm your enrollment and pay your acceptance fee. To pay your acceptance fee, follow the directions on your notice of admission, which is emailed to your BuckeyeMail account as soon as you're admitted to Ohio State. You can also pay the fee through your Applicant Center.

Apply For Housing

Safe and comfortable housing options are available on or near all campuses. Most incoming freshmen on the Columbus campus are required to live on campus for their first two years. Exemptions or exclusions from this policy must be approved by [Housing and Residence Education](#). Read more [here](#).

Main Campus: Housing contracts are emailed to students' [BuckeyeMail](#) accounts beginning mid-March in the order acceptance fees are received. We process housing contracts in the order we receive them, with the first contracts typically submitted in mid-March. Housing assignments are sent beginning mid-July. New students are typically assigned to 4-person rooms.

Regional Campus: For students attending Mansfield, Newark or CFAES Wooster (ATI), housing information is emailed beginning in mid-March based on the date of admission. Housing on the Newark campus is determined by lottery. Learn more at go.osu.edu/regional-housing.

Office of Housing and Residence Education: 614-292-8266 or housing@osu.edu

Placement Tests

Placement testing in English, foreign languages and math helps the university determine which course in a given sequence you should begin with at Ohio State. Placement testing will occur before attending Orientation, and information regarding which placement tests you will need to take and how to access them will be sent to your [BuckeyeMail](#) account. NOTE: Placement testing may vary among regional campuses. Please refer to your specific campus' website or reach out to your admissions department for more information.

Main Campus Placement Testing: <https://orientation.osu.edu/placement/index.html>

Newark Placement Testing (scroll down): <https://newark.osu.edu/future-students/orientation>

Apply for Orientation

Orientation is held prior to the opening of each term and is required for all students. Parents or other adult family members are encouraged to attend with you. Orientation will introduce you and your family to people and resources that play a critical role in first-year success.

Orientation invitations are sent to students' [BuckeyeMail](#) accounts followed by a letter mailed to them with detailed instructions. Regional students should refer to their campus' website and/or contact their campus directly for more information regarding orientation and registration.

Main Campus Orientation: <https://orientation.osu.edu/>

Orientation at Newark: <https://newark.osu.edu/future-students/orientation>

Student Health Insurance & Proof of Immunization

Students at all campuses of The Ohio State University are required to have health insurance if they are enrolled at least half-time and in a degree program of study. Students are not required to have OSU's health insurance if they are already on a health insurance plan.

Select or waive student health insurance: <https://shi.osu.edu/select-waive-instructions/>



Verification

Verification is a process in which Ohio State confirms the accuracy of information provided on the FAFSA. Verification is a federally mandated program to ensure accuracy in the administration of federal financial aid. If you are selected for verification, Ohio State will notify you via your university email address. Submit the requested items promptly (within 45 days) or risk losing consideration for some financial aid programs. If you are required to provide your taxes, you can update your FAFSA using the IRS Data Retrieval Tool. If you are unable to use the IRS Data Retrieval Tool, you must provide an official IRS tax return transcript. To get an official tax transcript: Visit [IRS.gov](https://www.irs.gov) to request a transcript online or by mail. Make sure to request an "IRS Tax Return Transcript." The "IRS Tax Account Transcript" cannot be used for verification purposes.

Requested items needed for verification will be listed in the To Do List task of [BuckeyeLink](#). All of your federal and need-based aid will be on hold until verification is complete. Once verification is complete, your To Do List will be updated. Ohio State may adjust your financial aid package based on the results that were determined through the verification process.

OSU Verification Process (scroll down): <https://sfa.osu.edu/incoming-freshmen/apply-for-aid/step-by-step>

IRS Tax Transcript Request: <https://www.irs.gov/individuals/get-transcript>

Student Health Insurance

Students at all campuses of The Ohio State University are required to have health insurance if they are enrolled at least half-time and in a degree program of study. Students are not required to have OSU's health insurance if they are already on a health insurance plan.

Select or waive student health insurance: <https://shi.osu.edu/select-waive-instructions/>

Apply for a Federal Work Study Job

The Federal Work-Study Program is a federally funded, campus-based aid program designed to provide part-time jobs for eligible students with financial need.

All students, regardless of financial need, are eligible to seek a campus job, but only students who have accepted their Federal Work-Study offer from their [Aid Summary](#) will be eligible to be hired into work-study positions. If you are a regional student, please reach out to your campus for more information on work-study jobs.

OSU Main Campus Work Study Website: <https://sfa.osu.edu/jobs/federal-work-study-program>

Transportation

COTA Bus Access: All current undergraduate, graduate and professional students at OSU Main campus can venture off campus and enjoy all that Columbus has to offer by simply swiping their BuckID when school is in session. If you will be commuting to and parking your car on OSU Main campus, you are required to purchase a parking permit for the 2023-24 school year. Buy your permit here: <https://osu.campusparc.com/get-a-permit/>. Regional students should refer to their specific campus' website or reach out to their admissions department for more information.

