Once you have submitted your enrollment deposit:

☐ Activate your BannerWeb and Email Accounts
Activate your BannerWeb and Utica University Email accounts by visiting password.utica.edu.

Your username and password will provide you access to both your email (utica.edu/gmail) and BannerWeb (bannerweb.utica.edu), which is used for accepting financial aid, registering for classes, and other important steps.

Check your email often for important updates and helpful information on completing your enrollment.

☐ University Transcript/Dual Credit/AP Courses
Transfer students and first-year students who have taken courses for college credit must send official transcripts to the Office of Admissions.

☐ Send Final High School Transcripts
Final High School transcripts are required of all new transfer students. Utica University must receive your final high school transcript with proof of graduation before you will be able to complete your enrollment. Official documents can be mailed to the Office of Admissions.

☐ Download the Navigate App
Utica University’s Navigate App is your personalized resource for information on next steps. You’ll find the rest of your to-do list there, so don’t skip this important step!

You can find the app in the Apple App Store and GooglePlay. Look for: Navigate Student

☐ Register for Accepted Student Events
We offer a variety of events open exclusively to accepted students. Check utica.edu/accepted often for a full listing.

☐ Follow us on social media.
After paying your deposit online, be sure to follow Utica University Admissions on social media. It’s a great way to stay up to date with all the latest Utica news.