

Incoming PhD Student Task Checklist (links included)

Categories/Items	Due Date
June	
<input type="checkbox"/> Set up (and start using!) NYU email account and email alias	-
<input type="checkbox"/> Review health insurance policy for Tandon students to understand your individual health insurance requirements	-
<input type="checkbox"/> Add pronouns and name pronunciations in Albert	-
<input type="checkbox"/> Submit official transcripts to Graduate Admissions (deadline: August 1)	Aug 1, 2023 11:59 PM
<input type="checkbox"/> If you have not already, begin visa process immediately	-
<input type="checkbox"/> Begin process of registering with the Moses Center for Accessibility if you need accommodations	-
July	
<input type="checkbox"/> Complete course registration for Fall 2023	-
<input type="checkbox"/> Join PhD Hub Discord site	-
<input type="checkbox"/> Submit all required health and immunization forms (deadline: July 15)	Jul 15, 2023 11:59 PM
<input type="checkbox"/> Register for New Graduate Student Orientation and PhD New Student Welcome	-

Categories/Items	Due Date
Early August	
<input type="checkbox"/> Review Tandon/NYU Resources Guide in PhD Hub Brightspace site	-
Mid-August	
<input type="checkbox"/> Arrive in NYC	-
<input type="checkbox"/> Open bank account at local NYC branch	-
<input type="checkbox"/> Set up direct deposit in Peoplesync	-
<input type="checkbox"/> Request and pick up NYU ID card	-
Late August	
<input type="checkbox"/> Attend New Graduate Student Orientation and PhD Student Welcome	-
<input type="checkbox"/> Attend PhD Professional Development Workshop - Effective Mentorship/Owning Your Dissertation Process	-
Before the First Week of Classes	
<input type="checkbox"/> Check Brightspace course sites for each course (if available) and complete any needed pre-work	-
<input type="checkbox"/> Purchase textbooks (booklists are usually available at the NYU Bookstore two weeks before the start of term)	-
<input type="checkbox"/> Use the Registrar's Campus Locations map to find your classes	-
<input type="checkbox"/> Verify class schedule and locations in Albert	-