

# The Graduate School (TGS) 2024 New Student Guide

## Key Dates

### March

New student immigration document requests are available for all incoming international students through the [Office of International Student and Scholar Services \(OISS\) Portal](#). To ensure students receive their F-1 or J-1 Visa in time, please visit the [International Office's website](#) for full details and the deadline.

### July 1

Northwestern students are required to submit proof of immunizations and enter their vaccine/lab dates via the [Health Portal](#). The penalty deadline for completing all documents and meeting the requirements is 30 days after classes start.

### Early July

Open enrollment for the Northwestern Student Health Insurance Plan (NU-SHIP) runs from July 1-October 1. NU-SHIP provides coverage September 1, 2024 through August 31, 2025. International students (students with an F-1 or J-1 U.S. Visa) are required to maintain enrollment in NU-SHIP for the entire time they are at Northwestern. Students who intend to use NU-SHIP are encouraged to confirm their enrollment via the online form in CAESAR by the last week of August to ensure timely access to benefits. Students also may enroll dependents during the open enrollment period (July 1-October 1), *after* they have confirmed their own NU-SHIP enrollment in CAESAR.

### Late August

The Graduate School's 2024 New Student Orientation will be a hybrid experience with an online, self-paced orientation course in Canvas that will launch on **August 19**; a series of virtual Q&A sessions in early September (more details will be shared with incoming TGS students in August 2024); a [webpage](#) of campus resources and TGS-affiliated student organizations; and an in-person TGS Resource Fair at Norris Center on **September 19 from 2:00–4:00 PM**. All aspects of The Graduate School's orientation are suggested, not required.

### September

Versant (English proficiency) Testing for international PhD/MFA students

All currently enrolled TGS students may opt in each quarter to receive a [CTA University Pass \(U-Pass\) transit card](#) at a discounted rate through the quarterly TGS U-Pass Transit Card Fee. Please submit your Wildcard photo ID [electronically](#) before August 30 to ensure your U-Pass will be ready for your arrival. U-Passes are not active until the first day of classes for new students. ***TGS is finalizing the pick-up details for the Fall Quarter, please check the [U-Pass webpage](#) in mid-August for details.***

### Early September

New students can obtain a Wildcard/student ID card. **All students are required to submit their ID photo online.** Please review the guidelines and upload your photo on the [Wildcard Photo Submission page](#). To obtain your Wildcard, [appointments are recommended](#), but not required. Walk-ins are accepted. You must present a government-issued photo ID (e.g., your driver's license, state photo ID, or current passport) to claim your card.

### September 9

Deadline for official transcripts to be received, reviewed, and verified by The Graduate School

### September 13 (for Students Receiving a Stipend or Being Paid)

Students need to enter their Direct Deposit details in [myHR](#) between **September 13–24**.

### September 16

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The Fall Quarter Academic Kickoff takes place from 9:00 AM–3:15 PM at Norris Center; this interactive day of informative sessions is designed to facilitate graduate student and postdoc transitions to teaching roles at Northwestern. It is held twice annually, every Fall and Spring.

## **September 18–20**

The Office of International Student and Scholar Services' (OISS) [Graduate International Student Orientation \(G-ISO\)](#)

## **September 19**

TGS students can begin to register for classes at 9:00 AM. [Registration instructions can be found here.](#)

TGS Resource Fair from 2:00–4:00 PM at Norris Center.

## **September 24**

Classes begin.

TGS Office of Diversity and Inclusion (ODI) Student Welcome Reception from 4:00–6:00 PM in Guild Lounge at Scott Hall

## **September 30**

The last day to add a class or change a section. (No reductions are made to bills for dropped or swapped classes after this date. Last day for full tuition refund.)

## **October 10**

First invoice for the academic year is generated. You will receive an email to review your account and pay any balance due by November 1. Even if you are receiving a stipend and full tuition support, you still need to pay the quarterly TGS U-Pass Transit Card Fee if you opted in to receive a U-Pass.

## **November 1**

The last day to drop a class. (No tuition adjustments can be made after September 30.)

## **Academic Calendar**

For additional key dates and information, please visit the University's 2024–25 [academic calendar](#).