



# UIW®

## NEXT STEPS for PARENTS

- ☐ **1. Visit the Office of Financial Assistance.**  
Meet with our financial aid staff if you have any questions about your student's grants, scholarships, loans or work study. Information is available at: [uiw.edu/finaid/newtouiw.html](http://uiw.edu/finaid/newtouiw.html).
- ☐ **2. Remind your student to submit proof of bacterial meningitis vaccination.**  
Send your student's shot record to Health Services at [healthsvcs@uiwtx.edu](mailto:healthsvcs@uiwtx.edu) by 08/16/2019. Please include the UIW Student ID, date of birth and a contact number.
- ☐ **3. Remind your student to submit final documents.**  
Students must submit the following documents to the admissions office:
  - Final official high school transcript (including final GPA and graduation date).
  - Students who took dual credit courses must submit an official college transcript.
  - Official AP, ACT, SAT, or IB test scores, if applicable.
- ☐ **4. Remind your student to waive UIW insurance (if already covered by insurance).**  
If your student is already covered and will not need UIW insurance, he/she can waive it at [uiw.edu/waivers](http://uiw.edu/waivers) until 09/06/2019. *Please include your student's UIW ID.*
- ☐ **5. Make sure your student has access to the MyWord portal.**  
With their MyWord account, students can check their schedule, UIW e-mail, balances, etc. Please make sure your student has access to their UIW e-mail, as this is the official communication portal at UIW.
- ☐ **6. Remind your student to apply for a parking permit.**  
Make sure your student applies for a parking permit through the Cardinal Cars section of his/her **MyWord** portal. Decals will be available for pick up on your student's selected orientation date.
- ☐ **7. Sign up for a payment plan if needed.**  
If your student needs a payment plan, please make sure he/she signs up for this upon receiving their fall 2019 class schedule. More information at: [bit.ly/UIWpayplan](http://bit.ly/UIWpayplan).



# IMPORTANT UIW NUMBERS

## Residence Life

210-829-6034

[www.uiw.edu/housing](http://www.uiw.edu/housing)  
[housing@uiwtx.edu](mailto:housing@uiwtx.edu)

## Admissions Office

210-829-6005

[www.uiw.edu/admissions](http://www.uiw.edu/admissions)  
[admission@uiwtx.edu](mailto:admission@uiwtx.edu)

## Business Office

210-829-6043

[www.uiw.edu/busoff](http://www.uiw.edu/busoff)  
[busad@uiwtx.edu](mailto:busad@uiwtx.edu)

## Health Services

210-829-6017

[www.uiw.edu/health](http://www.uiw.edu/health)  
[healthsvcs@uiwtx.edu](mailto:healthsvcs@uiwtx.edu)

## Registrar's Office

210-829-6006

[www.uiw.edu/registrar](http://www.uiw.edu/registrar)  
[registrar@uiwtx.edu](mailto:registrar@uiwtx.edu)

## Financial Aid Office

210-829-6008

[www.uiw.edu/finaid](http://www.uiw.edu/finaid)  
[finaid@uiwtx.edu](mailto:finaid@uiwtx.edu)

## Academic Advising

210-805-5814

[www.uiw.edu/advising](http://www.uiw.edu/advising)  
[advising@uiwtx.edu](mailto:advising@uiwtx.edu)

Complete your student's next steps towards enrollment online at:  
**[www.uiw.edu/enroll](http://www.uiw.edu/enroll)**

All final documents should be mailed to the admissions office  
at the following address:

University of the Incarnate Word  
4301 Broadway, CPO 285  
San Antonio, TX 78209

Connect with us on social media using **#UIWpride**



@UIWAdmissions



@uiw\_admissions



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