



Congratulations on your acceptance to Wheaton College Graduate School!

Next steps from admissions to enrollment for international students

Please keep this checklist as a helpful reference. Details to help you work through this checklist will be found on the portals and below.

You will become acquainted with these three portals:

- Admissions/application portal – where you have been operating. This houses the admissions and financial certification processes; where you confirm your enrollment; and next steps information & links.
- Wheaton portal (or Wheaton Gateway)– accessible after you set up your Wheaton account. Find student accounts, orientation & new student information, quick links to gmail, canvas (the learning management system), ThunderCloud printing and storage, and Wheaton answers – technical help.
- International Student portal – resources and documents for managing your non-immigrant status

Basic checklist

- Certification of finance (required for on campus/residential and flex students with first semester on campus)
- Confirm your enrollment; pay the deposit
- Obtain your student visa
- Set up your Wheaton account
- Activate your my.wheaton.edu email address
- Complete medical requirements
- Arrange housing
- Join the Wheaton College Graduate Student Life Facebook page
- Submit any final transcripts and prerequisite courses if not previously sent
- Consult with academic advisor and then register for classes
- Purchase books
- Arrive in Wheaton in time for orientation or class.

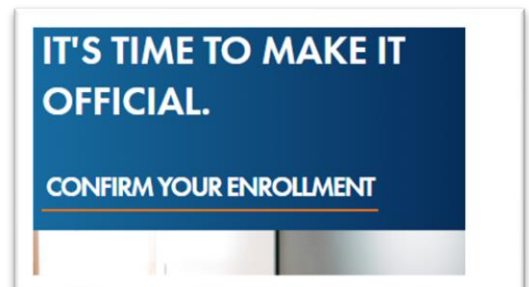
Additional information on the checklist items above:

Confirm your enrollment & certification of finance

Fully online students– submit your confirmation form in the admissions portal and pay the \$100 deposit.

Hybrid programs – contact your program coordinator or director in your admission portal to learn about your course sequence. *If the courses in the first semester will be on campus, certify your finances and pay the \$4,000 deposit. ** If the courses in the first semester will be remote (not on campus), submit your confirmation form and pay the \$100 deposit.

Residential programs –certify your finances through your application portal. After your documents are cleared, pay the \$8,000 deposit and submit the confirmation form.



Except for completely online academic programs, the U.S. government requires incoming international students to prove sufficient finances for their academic program. The admitting school verifies the financial documentation for the international student and then issues an I-20 digitally. The student pays the SEVP fee (\$350) and schedules a visa appointment at the U.S. consulate. The U.S. consul awards or denies a student visa.

To help us verify your financial documentation, you will complete the certification of finance process. The form is in your application portal after you get admitted. Basically, you will:

- Calculate Program Cost
 - Residential full-time students – use the calculator in your admission portal.
 - Hybrid students (first semester on campus) – use the calculator in the admission portal.
- Upload financial documents – here are the types of documents that may be uploaded. All must be in USD.
 - Bank Statements – should show the account holder’s name, the date issued, the balance in the account as of that date in USD. If converted, include the exchange rate used. Statements may be of the student and other supporters. Those from other supporters must be accompanied by an affidavit of support.
 - Affidavit of Support – required to accompany the bank statement from anyone other than the incoming student. A blank affidavit of support can be downloaded through your certification of finances form.
 - Letter of Intent – from sponsors on organizations letterhead listing the amount they intend to pay toward the student’s academic expenses. It may be a lump sum, a monthly or annual amount, or an amount per semester.

Students enrolling in in-person courses beginning in the **summer** term (July), please complete the certification of finances process by **May 1**

Students enrolling in in-person courses beginning in the **fall** term (late August), please complete the certification of finances process by **June 1**

Deadlines: Summer start term – May 1, Fall start term – June 1, Spring start term – November 1.

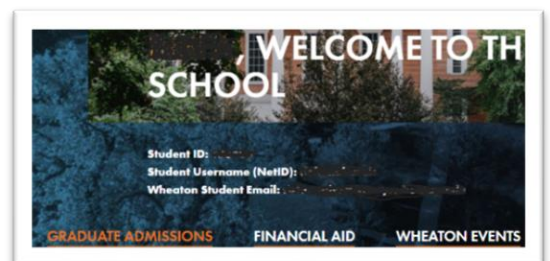
Submit any final transcripts and prerequisite courses if not previously sent

Final transcripts should have the graduation date and be sent directly to us from the college’s Registrar’s Office. You will not be able to register for courses until we receive this transcript. Address paper transcripts to:

Wheaton College
Attn: Nancy Crane
Graduate Admissions Dept.
501 College Ave.
Wheaton, IL 60187

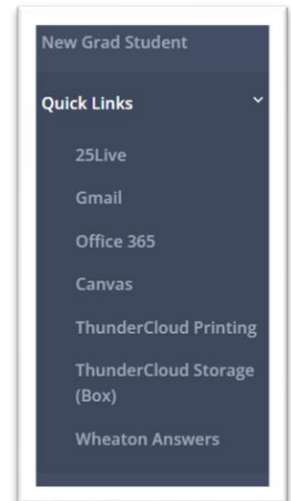
Setting up your Wheaton portal

1. Go to the following website and follow the instructions to set up your account: www.wheaton.edu/newaccounts. You will need your NetID (located at your [application status page](#) under the heading "info", and the email address you used to submit your admission application.
2. During the account set up process, a verification code will be sent to the email address that you provided in your admissions application. You may email the Graduate Admissions Office if your email address is incorrect or if you did not provide an email address when you applied.
3. After the account set up process is complete, you may log in to your account at portal.wheaton.edu.



Activate your my.wheaton.edu email address

Your my.wheaton.edu email account is your primary account for all Wheaton communications. When you set up your Wheaton Portal account, you will also activate your Wheaton email address (in the format your.name@my.wheaton.edu), which is hosted by gmail. You will have the option of automatically forwarding mail from this account to another email address of your choice. To check your Wheaton email, go to www.gmail.com and remember to enter your entire Wheaton email address as your username.



Get acquainted with the Wheaton portal

Here you'll have access to your student account, orientation, new student information, quick links to gmail, canvas (the learning management system), ThunderCloud printing and storage, and Wheaton answers – technical help.

For individual help, contact the AIT service desk ait.service.desk@wheaton.edu or 630.752.4357

Medical Requirements

- 1) Review entrance medical requirements and deadlines sent to your @my.wheaton.edu email account.
- 2) Submit a [Medical Screening Form](#)

See more in your portal under “Next steps” - “medical”

Students in on-campus programs with an F-1 visa will be enrolled in a mandatory health-insurance plan that will be automatically billed to your student account in July for the Fall semester, and in December for Spring semester.

For more information, contact Student health Services at student.health.services@wheaton.edu or 630.752.5072

F-1 Student Visa

Non-U.S. citizens must obtain a student visa (F-1) to study in the U.S. You will:

- 1) Complete your certification of finance in your admissions portal.
- 2) Receive the digital I-20 from the Wheaton College Graduate Student Life Office.
- 3) Pay the SEVP \$350 fee
- 4) Schedule a student visa appointment at your consulate
- 5) Keep your appointment, making sure you bring the necessary paperwork.

For questions about non-immigration and visa concerns, contact Graduate Student Life at graduate.student.life@wheaton.edu or 630.752.5521

Housing

[On-campus housing](#)

Off-campus housing – in your admitted student portal, look for the off-campus housing information under “helpful links” For intensive course housing needs, investigate Airbnb, hotels, and other short-term rentals.

For more information, contact the Housing Office, housing.services@wheaton.edu or 630.752.5202

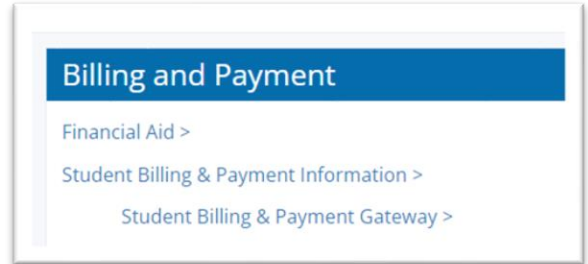
Join the Wheaton College Graduate Student Life Facebook Group

[Wheaton College Graduate Student Life](#) Facebook Group – permission will be required to join.

Student Financial Services

Access your student account and financial aid information in the Wheaton portal.

For personal assistance, please contact Tristan O'Brien, Manager for Graduate Students at tristan.obrien@wheaton.edu or 630.752.5700



Registration

Online registration for Fall classes begins in July. The Registrar will send instructions for registration to your @my.wheaton.edu email account.

1. Request a final college transcript if you are enrolled in any college and are graduating. It must show satisfactory completion of all coursework, with degree awarded date, must have an official seal and/or signature, and must come to directly to Wheaton Graduate Admissions from the college.
2. Connect with your program administrator for advice on what courses to take. This link will open a blank email addressed to the correct person.
3. Review the [Academic Calendar](#) for important dates to record in your planner.

To reach the Registrar's office, email registrar@wheaton.edu or call 630.752.5009.

Check the steps to enrollment information in your application portal under the 'Next Steps' tab.



Academic Advising

For advice about which courses to register for, contact the following persons.

1. MA Biblical & Theological Studies – marc.cortez@wheaton.edu
2. MA Biblical Exegesis – andrew.abernethy@wheaton.edu
3. MA Clinical Mental Health Counseling – hyeon.tai@wheaton.edu
4. MA Evangelism & Leadership – wendy.larson@wheaton.edu
5. MA Leadership – wendy.larson@wheaton.edu
6. MA Higher Education & Student Development – olga.dietlin@wheaton.edu
7. MA History of Christianity – jennifer.mcnutt@wheaton.edu
8. MA Humanitarian & Disaster Leadership – joy.m.lee@wheaton.edu
9. MA Marriage & Family Therapy – david.vandyke@wheaton.edu
10. MA Ministry Leadership – wendy.larson@wheaton.edu
11. MA Missional Church Movements – wendy.larson@wheaton.edu
12. MA Outdoor & Adventure Leadership – muhia.karianjahi@wheaton.edu
13. MA Teaching – ilhee.kim@wheaton.edu
14. MA TESOL & Intercultural Studies – alan.seaman@wheaton.edu
15. MA Theology – jennifer.mcnutt@wheaton.edu
16. Ph.D. Biblical & Theological Studies – daniel.treier@wheaton.edu
17. Ph.D. and Psy.D. Clinical Psychology – elisabeth.clements@wheaton.edu