

WELCOME TO USF!

Here are a few steps you'll need to complete before joining us.

STEP 1: ACTIVATE YOUR NET ID & USF EMAIL

If you haven't already, **activate your NetID** and USF email address (it will be used by all university offices for official communication).

STEP 2: SUBMIT IMMUNIZATION RECORD

Visit **Immunizations for Non-Degree Students** to electronically submit and upload your medical history and immunization record. If your courses are 100 percent online, you do not need to submit immunizations to register.

STEP 3: SELECT YOUR CLASSES

Search for open courses using the online **Dynamic Schedule** search. A **video tutorial** is available for tips on using the tool. Complete the **registration worksheet** with your first-choice and alternate courses. After you have obtained faculty signatures for all courses, submit the form to your home campus by scanning and emailing to. Alternatively, submit via U.S. mail to the campus where you will attend classes or drop off in person at:

University of South Florida
Tampa campus
4202 E. Fowler Avenue, SVC 1034
Tampa, FL 33620
nondegree@usf.edu

University of South Florida
St. Petersburg campus
140 7th Avenue South, BAY 102
St. Petersburg, FL 33701
stp-registrar@usf.edu

University of South Florida
Sarasota-Manatee campus
8350 N. Tamiami Trail, SMC C107
Sarasota, FL 34243
registration@usf.edu

STEP 4: REGISTRATION

You will be registered by staff on day six of the semester. Check Student Self-Service at **MyUSF** to see which courses were added. Do not self-register for courses in Student Self-Service or you will be liable for all tuition and fees.

STEP 5: GET TO KNOW CANVAS

Log in to **myUSF** to access Canvas, USF's learning management system. Familiarize yourself with how to use it before the semester starts.

STEP 6: PURCHASE A USF ID CARD

If you will be taking classes on campus, **obtain a USF ID card**.

STEP 7: PURCHASE A PARKING PERMIT

If you will be taking classes on campus and need to park your car, obtain a USF parking permit for your home campus.

- **Purchase a Tampa campus permit**
- **Purchase a St. Petersburg campus permit**
- **Purchase a Sarasota-Manatee campus permit**

STEP 8: BUY TEXTBOOKS

Purchase your course textbooks through the **USF Bookstore**.