

Pre-Fast Track Orientation Checklist

Please complete the following checklist prior to attending Fast Track Orientation.

_____ **Set-up your my.emich account.**

How to set-up your my.emich account:

1. Click on the link for your my.emich account at the main webpage for Eastern Michigan University (www.emich.edu).
2. On the main page for my.emich, click on "How do I get my username and password?"
3. Once the page for my.emich Account Activation opens, follow these steps:
 - A. Choose students
 - B. Select Next Step
 - C. Type in your student ID and PIN
 - D. Hit Submit
 - E. Write down/print page with your username and temporary password
 - F. Choose Next Step
 - G. Type in user name and temporary password
 - H. Select Login
 - I. Answer challenge question and create a unique challenge question

You will need your username and password at Fast Track Orientation. If you need to write the information down and save it, please do so.

_____ **View and complete the GECO Web tutorial at webct2.emich.edu (see instructions on page two below)**

1. Print the GECO worksheet after logging in to the tutorial, and complete it as you go through tutorial.
2. Bring completed worksheet with you to Fast Track Orientation *and be eligible to win a free iPod.*

_____ **Bring government issued ID to Fast Track Orientation (Driver's License, Passport, State ID).**

_____ **Housing Contract**

If you haven't already done so, complete the on-line Housing Contract and either submit on-line, mail in or bring with you to Fast Track Orientation. It is recommended that Housing Contracts be turned in by May 1st.

_____ **FAFSA (Free Application for Federal Student Aid)**

If you haven't already done so, you should complete the FAFSA on-line (at www.fafsa.ed.gov). This is the only way students can receive federal and state aid such as grants, work study and/or student loans.

_____ **Math and Foreign Language Placement**

By completing the GECO web tutorial, you will receive all necessary information about placement testing.

_____ **Honors College**

To learn more about the Honors College at Eastern Michigan University, its benefits and how to apply, go to <http://www.emich.edu/honors/>.

_____ **Music Majors**

Information for Music majors is available on the GECO web tutorial. You can also go to the Music and Dance Department web page for prospective students at http://www.emich.edu/music/html/future_students.html.

_____ **Athletes**

If you are participating in one of our Intercollegiate Athletic sports, you should contact your coach to understand your scheduling limitations. We will then work with you at Fast Track Orientation to build a class schedule that works within your team's schedule.

_____ **AP/IB Tests or College Credit (also called Post Secondary or Dual Enrollment)**

If you have completed courses at a college while attending high school, or have taken an AP/IB test, you will want to make sure that information is sent to EMU. If you are in the process of doing either, please make sure to bring that information to Fast Track Orientation.

As a reminder, you should plan to be at FastTrack Orientation from 8:30am to 2:30pm. Registration begins at 8am.

Students who arrive early (7:45am) will have time to complete the CIRP Survey before the session starts. Any student who turns in a completed survey before they leave Fast Track Orientation will be entered into a drawing for one (1) credit hour of tuition. Each Fast Track Orientation date will have a winner.



General Education Course Offerings

Planning for your first semester at EMU is just a few clicks away. By viewing and completing the GECO Web tutorial, you will have given advance thought to the courses you will register for at Fast Track Orientation. After setting up your my.emich account, use that username and password to access the GECO Web tutorial.

The first time you access the online material, you will need to register via the 'Course List' button. Once registered, you may return as often as you want by simply going to the Web site, clicking the 'Log In' button, and entering your my.emich username and password.

There are two sets of instructions: Use the 'REGISTER for Gen Ed' instructions the first time you access the GECO Web tutorial. If at any time, you need to re-enter the tutorial site, use the 'RETURN to Gen Ed' instructions below. A 'role error' may occur if you attempt to register for the Web tutorial more than once. If you get a 'role error,' follow the 'RETURN to Gen Ed' steps.

REGISTER for Gen Ed

1. Enter webct2.emich.edu in your browser
2. Click the 'Check Browser' link in the upper right corner to configure your browser. If you need help with the browser check, contact Blackboard Support at 866.339.2280
3. Click the 'Course List' button
4. Click on 'Administrative Workshops' (Division Title)
5. Click 'Gen Ed' (Group Title)
6. Click 'Gen Ed' (Category Name)
7. Click on the green arrow in front of 'Gen Ed' (Course/School)
8. Click on the icon on the far right side of 'Course Title' (Gen Ed)
9. Enter your my.emich username and password. If you need help with your username and password, contact the EMU IT Help Desk at 734.487.2120
10. Click on the 'Register' button
11. Click on the 'Go to My Blackboard' button
12. Click on 'Gen Ed – Gen Ed' in the Course List column. The tutorial will begin!

RETURN to Gen Ed

1. Enter webct2.emich.edu in your browser
2. Click on the 'Log In' button
3. Enter your my.emich username and password
4. Click on 'Gen Ed – Gen Ed' in the Course List column. The tutorial will begin!