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New Student Checklist

- Campus Activities
- Maps to Campus
- Metro Bus Schedule

Useful Links for New Students:

- 10 Things Every New Student Should Know....
- Office of Learning Assistance
- Office of Advising & Retention Services
- Disability Services
- Student Orientation
- Student Services

- About Miami Hamilton
- Academics
- Admission
- Campus Offices
- Continuing Education and Business & Industry Center



First-Time Freshmen, Welcome to Miami University Hamilton!

Congratulations, you've been admitted to Miami University Hamilton. Now there are some vital steps you must take in order to be ready to register for classes. (If you get stuck at any of these steps, call **513.785.3139** for help.)

Note: PDF files on this this Web site require PDF Reader. Download [free PDF Reader software from Adobe](#).



Download and print these instructions before following the steps below (PDF)

| | Do this... | More information |
|-----------|---|--|
| 1. | <p>Make an appointment with Learning Assistance to take your COMPASS assessment test: Call 513.785.3139.</p> <p>NOTE: Any student with a disability who may require accommodations for the COMPASS test should contact the Coordinator of Disability Services, David Bush, at 513-785-3211 to schedule a meeting regarding your needs. The meeting should take place at least two weeks prior to the date on which you plan to take the COMPASS test. Appropriate documentation of your disability will be necessary for accommodations to be provided.</p> <p>Once you have taken your COMPASS Test, an appointment will be made for you to see an adviser and register for classes...but you're not done yet!</p> <div style="text-align: center;">  </div> | <div style="text-align: center;"> </div> <p>Practice for your COMPASS assessment test. Why?</p> <p>The results of your COMPASS Test determine placement in English and Math and directly affect which classes you must take.</p> <p>How can I practice?</p> <p>Use the COMPASS practice test resources below to prepare.</p> <p>Writing skills: www.act.org/compass/sample/pdf/writing.pdf</p> <p>Reading Skills: www.act.org/compass/sample/pdf/reading.pdf</p> <p>Mathematics Skill, Part 1: www.act.org/compass/sample/pdf/numerical.pdf</p> <p>Mathematics Skill, Part 2: www.act.org/compass/sample/pdf/geometry.pdf</p> |
| 2. | <p>The following steps are all done via the Internet on the Miami Oxford website.</p> <p>Click the links below and follow the online instructions. (A new browser window will open. Close the new window to return to this page.)</p> <ul style="list-style-type: none"> • Find your UniqueID • Change your default password and create a secret question & answer. | <div style="text-align: center;"> </div> <p>Choose a secret question that has only ONE possible answer. 😊</p> |
| 3. | <p>When you have successfully created your secret question/answer, continue to the myMiami portal, an intranet that can only be accessed by the Miami community.</p> <p>After you have logged in, click the link to BannerWeb in the My Favorite Links section.</p> | <div style="text-align: center;">  </div> |

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| | | ...because it's the gateway to all sorts of useful things, such as accessing your Miami email, checking your bursar bill, class schedule and more. |
| 4. | Click the Student Services & Financial Aid link on the Main Menu. | |
| 5. | <p>Click the Registration link.</p> <p>The ePromise Agreement appears automatically.</p> <p>Read the ePromise information. If you agree to the statements, click the "I Agree" checkboxes and click the Submit button.</p> <p>The Update Emergency Contacts page appears automatically.</p> | |
| 6. | Add information for a New Contact and click the Submit button. | |
| 7. | <p>Click the Exit button to leave the BannerWeb system, then close out your browser for security.</p> <p>Register for Student Orientation at www.ham.muohio.edu/orientation</p> | |
| That's it! Now learn The 10 Things Every New Student Should Know! | | |

Feedback please! We're always trying new ways to make complicated processes simpler. If you have constructive ideas to improve this checklist, please contact the [webmaster](#).