

## FIRST-TIME-IN-COLLEGE STUDENTS

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### ADMISSION

You must enroll for the term indicated on your admission letter. If you do not register and enroll for the term to which you are admitted, your classes will be dropped for subsequent terms and your admission revoked. If you wish to change your term of entry, you must submit a new application and fee through your Future Knight Portal.

Check your admission letter for the accuracy of your name, entrance term, address and major. Address, telephone and email changes can be made on myUCF. All other changes must be submitted via email to the Office of Undergraduate Admissions at [admissions@ucf.edu](mailto:admissions@ucf.edu).

### REPLY TO OFFER OF ADMISSION

Review your Application Status page in the Future Knight Portal. Upon viewing your offer of admission, return to the status page. A Reply to Offer of Admission Form will appear on your status page. You will be prompted to "ACCEPT" or "DECLINE" your offer. If you choose to *accept*, you will have until the deposit deadline to submit a non-refundable \$200 enrollment deposit securing your place in the freshman class. If you choose to *decline*, your application will be withdrawn.

### SUBMIT ENROLLMENT DEPOSIT

Your \$200 non-refundable enrollment deposit and \$1 convenience fee is due no later than May 1 for the summer and fall semesters, and December 1 for the spring semester. After accepting your offer of admission, your application status page will display a new line titled "Payment Due." Click the link to submit payment by the deposit deadline.

You cannot register for our mandatory orientation until this deposit has been paid.

### MYUCF PORTAL

You must create an account to access the myUCF Portal. MyUCF is where you will apply for housing, review your financial aid summary, update personal information, register for classes, view and pay your tuition and fee invoice, and complete other necessary steps to enroll at UCF.

To create a myUCF account, visit [my.ucf.edu](http://my.ucf.edu) and click "SIGN IN TO MYUCF." You will need to obtain a NID if you do not already know it. The NID will be your username for myUCF. Click "Look up your UCF NID username." Your first and last name and email address must be entered exactly as it appears on your application for admission. Once you have your NID, return to the login page to [my.ucf.edu](http://my.ucf.edu).

