

WILLIAM PATERSON UNIVERSITY

Transfer, Second Degree, Readmit, and Post-Baccalaureate Student

Checklist

1

Log in to WPCoconnect (your student portal) to **view your credit evaluation** and access your student email. Your credit evaluation is an online document that displays courses transferred and what you still need to complete under your accepted major.

- <https://degreeworks.wpunj.edu/>
LOGIN: Your WP student email (WITHOUT the @ part)
PASSWORD: Your University ID
- Then activate/access **your student email** by clicking on the email icon OR visit wpunj.edu/365
USERNAME: Your WPUNJ email address (WITH the @ part)
PASSWORD: Your Student ID



2

- **Contact your academic advisor who is listed within your acceptance package.** This faculty/staff member will assist you with reading your Credit Evaluation and registering for courses.



3

To **activate your registration**, submit your non-refundable, non-transferable \$125 enrollment deposit. (Please understand: Registration activation is not immediate. Allow 2-4 business days for activation to occur during your registration window.)

- wpunj.edu/deposits
- LOGIN: Your WPUNJ email address (WITHOUT the @ part)
PASSWORD: Your Student ID
- You'll select either "Enrollment Deposit--Credit Card" or "Enrollment Deposit--E Check"
- If applicable, repeat for the non-refundable, non-transferable \$150 housing deposit.
 - Then complete the housing contract: wpunj.edu/housing



4

During your registration window and about 2-4 business days after you submit your non-refundable, non-transferable enrollment deposit, you'll be able to register for classes.

- wpunj.edu/wpconnect
- Students tab; Registration section; Click on Add/Drop Classes
- **Your Alternate PIN** (for your first semester) is your six-digit date of birth. (Please note that this PIN will change every semester and you'll be required to meet with your advisor to obtain it).

** If required to take the **placement exam**, you will receive mail and email from the Office of Testing. Then, if you're a transfer student, you'll receive mail and email from Student Development regarding your upcoming **Transfer Orientation**. wpunj.edu/orientation.*

5

- Apply for financial aid
(Free Application for Federal Student Aid)
at fafsa.gov.
WP's code is **002625**



Spring semester: December 1
Fall semester: April 1

6

- Submit required immunization forms:
wpunj.edu/healthform



Spring semester: December 1
Fall semester: August 1

7

- A final transcript (that includes grades from any courses currently in progress) as well as official CLEP and/or AP score reports must be received by the first week of the semester.



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Events wpunj.edu/accepted