

## WELCOME TO USF!

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

---

### STEP 1: NEW STUDENTS

You will receive a separate email to activate your NetID from no-reply-USFIT@usf.edu.

In **MyUSF**, email is the first tab. All official USF business will be conducted through this email. Check it often.

### 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 (dated within one semester), submit the form to your home campus by scanning and emailing to the email address indicated below. 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  
**usfsp-registrar@usf.edu**

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

### STEP 4: REGISTRATION

You will be registered by staff on day **six** of the semester. Check OASIS at **MyUSF** to see which courses were added. If you choose to self register, you will be charged 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**.