Dear Future Hamptonian,

Congratulations on your acceptance to Hampton University. We feel confident that the education you will receive at this university will allow you to excel above the rest because we are committed to your success!

The information in this booklet has been prepared to assist you with the enrollment process as you transition to college. We encourage you to read this guidebook in its entirety, and adhere to the submission of required documents and deadlines. To reserve your space in the class, please complete, and submit all of the required forms to their respective office by May 1, 2019. Keep in mind that you can get a jump start on orientation activities by paying your advance payment by March 1, 2019. (See Page 5.)

If you would like to get a jump start on your college experience, I encourage you to consider the Pre-College Program. Students admitted provisionally are required to submit the Pre-College/Summer Bridge Enrollment Form and the $500 non-refundable summer school deposit by May 1, 2019. Visit www.hamptonu.edu/academics/summer/precollege/apply.cfm for specific information.

Congratulations once again. We look forward to receiving your response(s) and to welcoming you to your “Home by the Sea”.

With warmest regards,

Angela Nixon Boyd
Dean of Admission
Come Visit Us!

ADMITTED STUDENT DAY
Saturday, February 23, 2019
As a newly admitted student, you will have an opportunity to meet faculty members, tour the residence halls, and have lunch in the cafeteria.

To register for this event, visit admissions.hamptonu.edu/page/Admitted-Student-Day-2019.

High School Day
Friday, April 5, 2019
We cordially invite all admitted students to attend our annual High School Day program. High school students from across the country have an opportunity to experience college for a day.

Individual Family Information Sessions and Tours
We cordially invite all admitted students to visit our campus. Individual Family Information Sessions and Daily Tours are conducted Monday-Friday at 9:30 AM and 1:30 PM. Saturday tours are available in the fall and spring of each year. Please check our website for available dates. Walking tours of the campus generally include passage through our 254+ acre campus led by our Student Recruitment Team. Campus tours include a 30 minute information session conducted by an Admission Counselor.

To make a reservation for a weekday information session and tour, complete our online reservation form at www.hamptonu.edu/admissions. We request at least seven business days advance notice when reserving your campus tour.
Please check off the items below as they are completed prior to your arrival for the Fall 2019 / Spring 2020 Semester.

Fall 2019 Arrival Dates are August 23 or 24, 2019.
Your specific arrival date is determined by your assigned Residence Hall.

THE CHECKLIST

- **Student Identification Number**—Locate your student ID number on the upper left side of your acceptance letter. Commit this number to memory. You will use it throughout your college career.

  
  *If updates are required, complete them and return IMMEDIATELY to the address on the last page of the SAR. There’s still time to award your financial aid package!*

- **Mail** $600 advance payment to Business Office (800-624-3327, 757-727-5228).
  
  *No personal checks please! We accept money orders & certified checks, and all major credit cards.*

  **Due:** within two weeks after receipt of your acceptance to the University but not later than May 1, 2019. This is absolutely necessary to reserve your residence hall room on campus. All requests for advance payment refunds must be received in writing by May 31, 2019 regardless of your date of admission.

- **PRE-COLLEGE/SUMMER BRIDGE**—If you are attending the program please return application with the $500 Deposit (NO PERSONAL CHECKS). Include your student I.D. number and indicate “pre-college deposit”.

- **Complete** the On-Campus Housing Application process. Refer to the Office of Judicial Affairs and Housing website at www.hamptonu.edu/student_life/housing.cfm for more information.

  **Due:** May 1, 2019 (fall) / December 15, 2019 (spring)

- **Complete** the process for Medical Clearance. Refer to Pages 14-15 in this guide.

- **Pay** tuition and all applicable fees to be financially cleared.

  (Business Office 800-624-3327, 757-727-5228)

  **Due:** August 1, 2019 (fall) / December 1, 2019 (spring)

- **Accept your financial Aid award online** (www.hamptonu.edu/studentservices/financialaid)

  **Due:** within 10 days of notice

- **GO to** the Freshman Studies website and review all content under related information (http://www.hamptonu.edu/studentservices/freshman/). Registration is available to those who have paid the advance payment at the designated times.

- You will only receive your Financial Clearance Packet and Pre-Printed Schedule if you are financially and medically cleared.

- **Bring** Financial Clearance Packet, Card, Schedule, and all other HU documents or additional fees on your designated arrival date (August 23 or 24).

Welcome to Hampton University, your “Home by the Sea!”
The Hampton University Priority Services Option

PAY YOUR ADVANCE PAYMENT BY MARCH 1, 2019

Congratulations once again on your admission to Hampton University! Now that you have been admitted to the University, why wait to handle some orientation tasks? Make your commitment now, by submitting your $600 advance payment by March 1, 2019 and receive HU PRIORITY SERVICES, which include:

1. Participation in online pre-registration (with our current population in April) for your fall classes.
2. Priority notification of your financial aid award, if eligible.
3. Your housing assignment by May 1, 2019.

This is an opportunity to put yourself ahead of the crowd, and for your convenience, everything will be sent to you in the comfort of your own home!

To ensure your HU PRIORITY SERVICES, simply complete the following three steps.

<table>
<thead>
<tr>
<th>Step One</th>
<th>Complete and submit the Free Application for Financial Aid (FAFSA) by February 15, 2019 so that it will be at this University by March 1, 2019.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step Two</td>
<td>Pay your advance payment of $600 to the University Treasurer by March 1, 2019. Remittances should be sent by cashier’s check or money order made payable to: Hampton University, University Treasurer, Hampton, VA 23668. Request for refunds must be received in writing by May 31, 2019.</td>
</tr>
<tr>
<td>Step Three</td>
<td>Complete the On-Campus Housing Application Process at <a href="http://www.hamptonu.edu/student_life/housing.cfm">www.hamptonu.edu/student_life/housing.cfm</a> by March 1, 2019 to receive your housing assignment by May 1, 2019.</td>
</tr>
</tbody>
</table>

Special Note:
Information and instructions for the online pre-registration process will be sent to you via postcard by March 31, 2019.
For Students Admitted to the Freshman Class

To accept our offer of admission and reserve your place in the entering class, please complete the following steps:

- **SUBMIT THE ADVANCE PAYMENT**
  Submit the $600 **advance payment** no later than **MAY 1, 2019** or within two weeks of receipt of the offer of admission, whichever is later. This $600 payment (**$100.00 NON-REFUNDABLE**), must be submitted in the form of a cashier’s check or money order made payable to Hampton University (**NO PERSONAL CHECKS**). Please note that all enrolling students, including those who receive financial aid must pay this $600. The advance payment for those approved to live off campus is **$525.00 ($100.00 NON-REFUNDABLE)**. **All requests for advance payment refunds must be received in writing by May 31, 2019 regardless of your date of admission. Students will receive additional instructions via email to complete the housing selection process after the $600 advance payment is paid.**

- **HOUSING FOR FRESHMAN STUDENTS**
  Freshman students are required to live on campus. While we will strive to place you in the residence hall of your choice, freshman students are selected for housing in the order in which we receive their Advance Payment. **Payments and online housing applications are due by May 1, 2019. All requests for refunds must be received in writing by May 31, 2019 regardless of your date of admission. To apply for housing, visit www.hamptonu.edu/student_life/housing.cfm**

- **MEDICAL FORMS**
  All entering students are required to complete a medical clearance process. Please refer to pages 14 and 15 in this document for specific instructions. Please note that this University reserves the right to rescind the admission of any student whose medical record indicates that he/she may pose a threat to him or herself, or to the community at large.

- **MAIL YOUR FINAL HIGH SCHOOL TRANSCRIPT**
  Please submit your final high school transcript to the Office of Admission by **July 1, 2019**. If this document is not sent to us promptly, you may not be able to register for classes or complete final enrollment at the University. **Students who have taken Advanced Placement (AP), International Baccalaureate (IB) and college credit courses, must submit official transcripts and/or exam scores to the Office of the Admission.** Please bring your student copy during fall registration as well.

- **KEEP YOUR GRADES HIGH**
  Our offer of admission is contingent upon graduating on schedule with your class and completing your current courses with distinguished grades. The University reserves the right to rescind the offer of admission if you fail to maintain your current high level of academic performance.

- **NOTIFY THE OFFICE OF ADMISSION IF YOUR CONTACT INFORMATION CHANGES**
  The University will send you several important mailings over the course of the year, and it is critical that you notify us if your contact information changes. Whether you inform us by traditional mail, or e-mail, be sure to include your full legal name, your student ID number, your date of birth, your new telephone number, and/or the date on which your new address will become effective.

- **FOR STUDENTS WITH PHYSICAL, MENTAL, OR LEARNING DIFFERENCES**
  Hampton University welcomes a widely diverse population of students, including students with varying learning, mental, and physical differences. It is the goal of the Office of Testing and Compliance to provide these students with an accessible educational environment and to meet the specific needs of those students with disabilities. In order to receive reasonable accommodations the student must have been diagnosed as having a mental, physical, or
learning impairment by a licensed physician or healthcare practitioner. It is the student’s responsibility to self-identify with the Office of Testing and Compliance by submitting medical documentation and the Request for Reasonable Accommodations form. This information is strictly confidential; and is shared only with those University units that need to know in order to provide reasonable accommodations. If you have been diagnosed with any learning differences or disabilities please notify the Office of Testing and Compliance by phone (757) 727-5493. Please visit the office’s webpage at www.hamptonu.edu/compliance/ to obtain more information concerning required documentation and forms needed to apply for services.

**ACADEMIC MAJORS**

Your admission to the University DOES NOT constitute automatic admission into the following majors: **Pharmacy, Journalism, Nursing, the 5 Year MBA program, and Teacher Education.** These programs have separate entrance requirements. You may contact the academic programs directly for specific information on the acceptance requirements for these programs.

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**For Students Admitted Provisionally**

If your letter of acceptance indicates your category of admission is provisional, this means your academic record indicates a slight deficiency with respect to our standards for admission. Students admitted provisionally are **REQUIRED** to attend our Summer Bridge Program.

The Hampton University Summer Bridge program is a five week residential program designed to complete your qualifications to matriculate at Hampton University. This experience will expose you to the university’s resources and facilities. You will have the opportunity to make improvements in skills that will help to ensure your success during the critical transition phase from high school to college in the Fall Semester. You will obtain a head start on the battery of classes to be taken in the fall semester. To qualify for fall admission to Hampton University, you must take at least six hours: English (3) and Math (3). If remediation is required, this is acceptable; however, no college credits will be given for the class. Regardless of the level of the courses that you are taking, you must earn a minimum 2.5 grade point average. **Please submit the Pre-College/Summer Bridge program enrollment form by May 1, 2019. Financial Aid is not available for students enrolled in either of these programs.**

The online link is www.hamptonuedu/academics/summer/precollege/index.cfm.

**In anticipation of your success in the Summer Bridge Program, you must also complete the steps on pages 6-7 by the dates indicated.**
For Transfer Admitted Students

To accept our offer of admission and reserve your place in the entering class, please complete the following steps:

- **Submit the Advance Payment**
  Submit the $600 advance payment no later than **May 1, 2019** or within two weeks of receipt of the offer of admission, whichever is later. This $600 payment (**$100.00 non-refundable**), must be submitted in the form of a cashier’s check or money order made payable to Hampton University (**no personal checks**). Please note that all enrolling students, including those who receive financial aid must pay this $600. The advance payment for those approved to live off campus is **$525.00 ($100.00 non-refundable)**. **All requests for advance payment refunds must be received in writing by May 31, 2019 regardless of your date of admission.**

- **Submit Your Final Transcript to the Office of Admission**
  Please submit your final transcript as soon as your academic year has ended. If this report is not sent to us promptly, you may not be able to register for classes, complete final enrollment, or receive an accurate review of your credits at the University.

- **Transcript Evaluations**
  Upon acceptance to the University your transcript will be evaluated by the Transfer Admission Counselor and you will receive a copy via e-mail to assist you with the registration process. You will be notified from the academic department or the Admission Office which classes will be accepted.

- **Advisement**
  Once you have accepted admission to the University contact the Student Success Center (757) 727-5913 for further instructions regarding transfer credit policies and advising if your major is undecided. Contact your major department for further instructions if you have decided on a major program of study.

  **Academic Majors:** Your admission to the University does not constitute automatic admission into the following majors: Pharmacy, Journalism, Nursing, the 5 Year MBA program, and Teacher Education. These programs have separate entrance requirements. You may contact the academic programs directly for specific information on the acceptance requirements for these programs.

- **Notify the Office of Admission if Your Contact Information Changes**
  The University will send you several important mailings over the course of the year, and it is critical that you notify us if your contact information changes. Whether you inform us by traditional mail or e-mail, be sure to include your full legal name, your student ID number, your date of birth, your new telephone number, and/or the date on which your new address will become effective.

Please review pages 6-7 and adhere to all areas applicable to your circumstances.
For International Admitted Students

CONTACT THE OFFICE OF INTERNATIONAL PROGRAMS
Once you have accepted admission to the University contact the Office of International Programs at (757) 728-6914 for any further information. For Student Athletes: No I-20 will be provided until accepted by the University and cleared for eligibility by the NCAA. Please review Pages 6-7 and adhere to areas applicable to your circumstances.

For Students Re-Admitted
Information pertaining to your registration process will be provided by the Registrar’s Office. You may also visit the University’s website for specific information on registration dates and times. If you have been separated from the University for more than one term, please contact the Student Health Center to determine if your medical records must be updated.

ACADEMIC MAJORS
Your re-admission does not constitute automatic admission into your previous major.

Please review pages 6-7 and adhere to all areas applicable to your circumstances.
Business Office Information

**ESTIMATED COST**

The cost for attending the University for the 2018-2019 academic-year was:

- Tuition (10-17 hours)  
  23,762.00
- Comprehensive Fee  
  2,690.00
- Room Charge  
  6,126.00
- Board Charge  
  5,652.00
- Technology Fee  
  250.00

**TOTAL COST FOR 2017-18 SCHOOL YEAR WAS**  
$38,480.00

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$38,480.00  
COST (Tuition, Fees, Room and Board)  
FOR THE 2018-2019 ACADEMIC YEAR

$26,702.00  
COST FOR THE 2018-2019 ACADEMIC YEAR  
FOR OFF-CAMPUS STUDENTS

Payments for the fall semester are due no later than August 1, 2019. Payments for the Spring 2019 semester are due December 1, 2019. The Business Office will send a bill to your permanent address this summer. *Please indicate on the Advance Payment Envelope if you are interested in the deferred payment plan.*

If you have any questions concerning, charges on your bill, pirate power card, deferred payment plan, student insurance and refunds, please contact Student Accounts at 1-800-624-3327 or (757) 727-5661.

**IMPORTANT NOTE:** Please note new undergraduate students will be automatically enrolled in the University sponsored Student Health Insurance Plan and the annual premium will be billed to the student account, unless proof of adequate health insurance coverage is submitted. **Students who already have health insurance for the entire academic year and meet the above requirements must submit a waiver by September 2, 2019 and the waiver request must be approved to avoid being enrolled in the Student Insurance Plan.** It is the responsibility of the student to verify whether or not the charge has been billed to your student account.

All new students and parents are encouraged to visit our Business Office website at www.hamptonu.edu/businessoffice/tuition_fees.cfm for a comprehensive explanation of fees.
“Education for Life”

Financial Aid Information

Welcome to Hampton University! Every student who meets some basic eligibility requirements can get some type of financial aid regardless of age and family income.

We strongly encourage every student and parent (if applicable) to read each adjoining link on our Financial Aid web page to help you understand the process at Hampton University. Please use the Contact Us Link on the financial aid office website, should you have any questions.

**BASIC REQUIRED FORM(S):**
In order to be considered for need-based financial assistance, students must complete and submit the Free Application for Federal Student Aid (FAFSA). The FAFSA must be filed annually. The FAFSA website is www.fafsa.ed.gov. Student must have a Personal Identification Number (PIN), including the parents of dependent students prior to submission of the FAFSA.

**IMPORTANT FILING DATES:**
A FAFSA can be filed for an academic year any time between October 1st of the current year and June 30, 2019.

**VTAG:**
If you are a domiciled Virginia Resident, you may be eligible for the Virginia Tuition Assistance Grant (VTAG). Active-duty military members do not have to satisfy the one-year requirement for the existence of the factors showing domiciliary intent, nor do dependent children claiming Virginia domicile through them. You may obtain the VTAG application from our financial aid website using the following link: www.hamptonu.edu/studentservices/financialaid/fa_forms.cfm.

*You must complete and submit a VTAG application to the Financial Aid Office on or before June 30th. You may obtain an application online at, www.explorevirginiacolleges.com/students/forms/tagapp.pdf. The application is available online in early January. However, you must mail your application to our office.

**OUTSIDE SCHOLARSHIPS:**
You must report all notices of scholarships from outside agencies to the Financial Aid Office. The sum total of your financial aid (e.g. internally and externally) cannot exceed your cost of attendance. For additional information about disclosure, please visit the following link: www.hamptonu.edu/studentservices/financialaid/index.cfm.

**FINANCIAL AID PROCESS:**
A FSA ID is needed to complete (sign) the FAFSA. Students, parents, and borrowers are required to use an FSA ID made up of a username and password, to access certain U.S. Department of Education websites. The FSA ID allows students and parents to identify themselves electronically to access Federal Student Aid Web sites; it allows users to electronically access personal information on Federal Student Aid Web sites as well as electronically sign a FAFSA. If you are a parent of a dependent student, you will need your own FSA ID if you want to sign your child’s FAFSA electronically. If you have more than one child attending college, you can use the same FSA ID to sign all applications. All students, as well as Parents of Dependent Students, must have a FSA User ID prior to submission of the FAFSA which can be obtained at: https://fsaid.ed.gov/npas/index.htm

**STEP 1.** Apply for your PIN (both parent and student must apply separately for their own PIN number). The website is www.pin.ed.gov.

**STEP 2.** Complete and submit the Free Application for Federal Student Aid (FAFSA). The website is www.fafsa.ed.gov (You should file no later than February 1.) Please confirm with the US Department of Education that they have received your FAFSA and there are no processing errors. If so, you must correct and resubmit.
**STEP 3.** Helpful reminder: Please make sure that your correct Social Security number, legal name and date of birth are identical to that reported on the FAFSA. This will prevent a delay in the processing of your financial aid package at Hampton University. Please review the “Student Aid Report” “SAR” provided by FAFSA, to ensure accuracy and timely processing of your request for financial assistance by the Financial Aid Office.

**STEP 4.** Please access your Hampton University HUNet Account on-line. This is where the Financial Aid Office will report any outstanding requirements which will require immediate action on your behalf. Should you have questions, please use our Contact Us link on the Financial Aid Office website: www.hamptonu.edu/studentservices/financialaid/contact/.

**STEP 5.** If selected by the Department of Education (please review the SAR for details) for a process called verification, the parent(s) and the student must submit specific documents (also review the financial aid tracking requirement email-generated by the financial aid office). Please submit documents via mail service (no faxes please) on or before December 10th.

**STEP 6.** If eligible for financial aid, the Financial Aid office will send you (student) generated emails (with instructions) to both your personal email address, if listed on file with the Office of Registrar, to include your “Myhamptonu.edu” email address, on how to access your financial aid award online. Incoming Freshman students whose completed FAFSA results (e.g. no outstanding requirements, pending receipt of requested information from the financial aid office) are received from the Department of Education at Hampton University, on or before January 5 will receive award notices (online) no later than January 15.

The Financial Aid Office encourages you to ask for advice and assistance as you make plans. For more detailed information on the financial aid deadlines and requirements, please visit our website at www.hamptonu.edu/studentservices/financialaid/index.cfm. We strongly encourage that you read all available links on our website.

Federal campus-based funds are limited to those financially needy students, as determined by FAFSA. These funds are awarded on a first-come first-served basis (December 1st Priority Filing Date). However, beyond the Federal Pell Grant (to those otherwise eligible), we cannot guarantee funding from these programs each successive year.

Remember, your family contribution (as noted on the FAFSA form) in combination with financial assistance received from federal, state (if applicable), university, or outside entity, etc., is essential to your child’s successful matriculation at Hampton University.

Finally, please understand that there are limitations on the availability of funds with respect to the federal, state and institutional programs with which we participate. As such, you must be prepared to provide some assistance to help cover your child’s educational expenses.

Best Wishes,

Martin Miles

Martin Miles
Director of Financial Aid & Scholarships
Dear New Hamptonian and Parent:

Congratulations and welcome to your new Home By The Sea! You are entering Hampton University and the entire University staff is looking forward to working with you. There are a few things that you need to know prior to the beginning of your journey here.

We advise you to bring a positive attitude about your academic pursuits. It is important that you learn early about the importance of balancing your time between academic pursuits and social activities. To ensure the facilitation of your academic and social growth, Hampton University established our Code of Conduct and Dress Code as important aspects of our honor system to ensure your education for life. Make sure that you read, understand and can be comfortable living and learning by them. It is the set of values that keeps the Hampton Family strong. You will receive a bound copy of the Official Student Handbook for the 2019-20 academic year when you arrive during New Student Orientation (NSO) Week. You will also have access to the on-line Official Student Handbook and will hear from the Vice-President for Administrative Services and University staff about our policies and procedures. One of the important policies we would like for you to be aware of prior to coming to campus is that freshmen and sophomores living on-campus are not permitted to bring automobiles. Please read your entire Student Handbook thoroughly when you receive it. The entire University Community will expect you to be familiar with the contents of the handbook.

New Student housing selection is detailed at http://www.hamptonu.edu/student_life/housing.cfm. Please visit the website for specific information regarding housing selection, general information, and items to bring. Once you select your housing assignment online, you will be emailed specific information on residing in the residence halls and important move-in dates. Please do not try to beat the rush by arriving before the established reporting dates. You should not arrive earlier than the day noted on your room assignment as you will not be allowed to occupy your room prior to the opening of the residence halls.

Please prepare for breaks and the end of each semester prior to arriving to campus. Residence Halls and other on-campus facilities will be closed during our Winter/Christmas and Spring Breaks. Students are not allowed to stay on campus during these periods and are expected to vacate campus until re-opening. During Finals Week at the end of each academic semester, all students are expected to vacate all residence halls 48-hours after the students’ last final examination. The Office of the Registrar updates the final exam week schedule at http://registrar.hamptonu.edu/ each academic year.

We look forward to your arrival to your new Home By The Sea. Make a Great Pirate Day!

Sincerely,

Jewel B. Long
Dean of Residence Life

Woodson H. Hopewell, Jr.
Dean of Judicial Affairs & Housing
Medical Clearance Checklist
(Undergraduates, Graduates, Transfer & Re-admit Students)

☐ Pay the advance payment, as required
☐ Activate your student HU email account
  o Once the advance payment is paid, instructions on how to set up the student email
    account will be emailed to you from the Office of the Registrar
  o If you have questions about this step, please contact the Office of the Registrar by
    emailing questions to registrar@hamptonu.edu or call (757) 727-5324
☐ View the Med Proctor instructional video at the Health Center website:
  http://www.hamptonu.edu/studentservices/health
☐ Register online with Med Proctor at medproctor.com using the student HU email account
  o Please allow 30-45 minutes to complete this step, you will need a credit card for the $10
    fee, health history information and health insurance information
  o For help with the process use the “live chat” feature or email: help@medproctor.com
  o After you complete the demographic and health information, then you will be allowed to
    download and print the documents
☐ Schedule an appointment with your health care provider for a physical exam and completion of
  the required documents in time to meet the May 1, 2019 deadline
  o Bring all of the printed documents to your doctor for completion
  o Make sure the doctor signs, dates and stamps the forms as directed
☐ Upload all required documents to the Med Proctor website by the May 1, 2019 deadline
  o You may upload the forms from your computer or from photos on your phone
  o DO NOT MAIL OR DROP OFF YOUR FORMS TO THE HEALTH CENTER
  o Keep a copy of all documents that you upload to Med Proctor
☐ Monitor your student HU email account
  o If your information if verified: You will receive an email confirmation and notification
    from Med Proctor stating that you will be medically cleared by the Health Center within
    72 hours
  o If your information is not verified: You will receive an email notification of the
    information missing or documentation that is required
☐ Remember:
  o Monitor your HU student email for important information
  o You must be medically cleared by the Health Center prior to moving in to the residence
    halls, or to register for classes on site

Questions?
Call us at (757) 727-5315
All incoming students must use Med+Proctor to submit medical/immunization records.

You will need an active @my.hamptonu.edu email address to register.

Step 1: Register
Visit secure.medproctor.com and click "register" to start a new account. Type in your school email address to get started and follow the directions to register a new account.

Step 2: Download
Fill out any required personal, medical or insurance information. Download the required forms and follow the directions provided.

Step 3: Upload
Log back in to your Med+Proctor account and upload a copy of your forms. Make sure your forms are complete and legible. You will receive an email confirmation once the forms have been reviewed.