Johns Hopkins University
Department of Mechanical Engineering
New Grad Student – Summer
“To Do” Checklist and Calendar
Updated July 20, 2021

☐ NOW: Review the entire New Grad Student website for good information.

☐ BY MAY 30 - See your doctor or health professional to complete the Pre-Admission Health form so you can submit it by May 30. Visit the Student Health and Wellness “Incoming Students” page for info.

☐ BY ~JUNE 1:
   o The Registrar will send instructions on how to set up your JHED ID and JHU e-mail account. You may do so then.
   o You will receive a request from the Office of Institutional Equity to complete the online Sexual Harassment Prevention training, which will require your JHED ID and password to access. Please complete this within 30 days of receiving the request.

☐ BY JUNE 15: Find and read the master’s or Ph.D. Graduate Student Advising Manual on the MechE Graduate Advising page.

☐ BY JUNE 15: Secure off-campus housing, at the University does not offer on-campus housing. Visit the JHU Off-Campus Housing Office website for help in finding a place to live or to find roommates.

☐ BY JUNE 30: Contact the Registrar at ASENInsurance@jhu.edu to enroll in the University Student Health Benefit plan effective the month that you begin your studies.
   o Students joining in the summer are not automatically enrolled. You must enroll yourself.
   o For those receiving financial aid, the department will submit the financial aid for the summer health insurance.
   o American students have the option of waiving the insurance if they have adequate coverage. Instructions will be sent by the Registrar to waive insurance or to add dependents to the insurance.
   o You will be enrolled automatically for August and later.

☐ BY JUNE 16: Contact your advisor to discuss your classes and research.

☐ ~ JULY 25: Register for classes by August 24.

☐ LATE JULY: Register for the University’s Graduate Orientation and Welcome Week. Some Orientation activities are online.

☐ BY THE FIRST DAY OF YOUR PLANNED BEGIN DATE: Arrive on campus (International students can arrive as early as 30 days before orientation). Visit the “When You Arrive...” section of the MechE New Grad Student website and take the actions listed in each tab.

☐ LATE AUGUST: University-wide - Graduate Student Orientation, Mechanical Engineering - Graduate Student Orientation, and Teaching Assistant Orientation

☐ LATE AUGUST:
   o Take the Opioid Epidemic Awareness online course.
   o Take the Effort Reporting Certifier online course.
   o If conducting research anytime, take the online learning modules of Laboratory Safety, per the department academic advising manual. Finish by September 12.
   o Take the online course EN.500.603 Academic Ethics and Graduate Orientation before October 30. You will be automatically registered for this course in SIS, the “Student Information System.” Do not drop the course.

☐ AUGUST 22: Tuition is due from those paying tuition.

☐ AUGUST 30: First day of classes

☐ SEPTEMBER 2: MechE Graduate BarBQ