Johns Hopkins University  
Department of Mechanical Engineering  
New Grad Student  
“To Do” Checklist and Calendar  
Updated May 5, 2023

- **NOW:** Review the entire New Grads website for good information.
- **NOW and BY JULY 15**
  - The Registrar will send instructions on how to set up your JHED ID and JHU e-mail account.
  - 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.
  - See your doctor or health professional to complete the Pre-Admission Health form so you can submit it by July 15. Visit the Student Health and Wellness “Incoming Students” page for info.
- **BY SUMMER:** Secure off-campus housing, as 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.
- **EARLY JULY:** You will be enrolled automatically in the University Student Health Benefit plan. 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.
- **BY JULY 16:** Contact your advisor to discuss your classes and research.
- **~ JULY 25:** Register for classes by August 27.
- **BY AUGUST 20:** 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 and Teaching Assistant Orientation
- **LATE AUGUST:**
  - Take the Opioid Epidemic Awareness online course.
  - Take the Effort Reporting Certifier online course.
  - Take the appropriate Responsible Conduct of Research course
  - If conducting research anytime, take the online learning modules of Laboratory Safety, per the department’s PhD and Masters’ advising manuals. Finish by September 12.
  - 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 24:** Tuition is due from those paying tuition.
- **AUGUST 26:** Mechanical Engineering Student Orientation, Campus Tour, and BarBQ
- **AUGUST 28:** First day of classes