New Student Guide
CHECKPOINTS

1. Access Admission Letter
2. Contact your Program Advisor
3. Set Up Your “@Miners” Account
4. Access Your Goldmine Account
5. Attend Orientation
6. Get your Miner Gold Card
DETAILED CHECKLIST:

☐ ACCESS ADMISSIONS LETTER
   You can also find general information and familiarize yourself with available services on the Graduate School website.
   www.utep.edu/graduate

☐ CONTACT YOUR PROGRAM ADVISOR
   Your Advisor can provide valuable information about program-specific requirements and registering for classes.
   www.utep.edu/graduate/programs

☐ SET UP YOUR "@MINERS" ACCOUNT
   Your student email account will serve as an official means of communication for classes and announcements. It will also allow you to access a variety of other services electronically. Visit https://newaccount.utep.edu to configure your account. Call (915) 747-HELP (4357) if you need assistance.

☐ ACCESS YOUR GOLDMINE ACCOUNT
   Available through your my.utep.edu portal or the link below, Goldmine is where you can register for classes, view financial aid information, update contact information, and more.
   goldmine.utep.edu

☐ MAKE PLANS TO ATTEND ORIENTATION
   New Graduate Student Orientation will provide information about professional development, available resources and opportunities, and academic success.
   www.utep.edu/graduate/new

☐ GET YOUR MINER GOLD CARD
   Visit room 116 in the Mike Loya Academic Services Building to get your official UTEP ID. Be sure to take a photo ID. Your Gold Card will allow you to access a variety of services, including the Library, the Student Recreation Center, and campus printing.
   www.utep.edu/vpba/miner-gold-card
WELL-BEING
A variety of services exists to help you make the most of your graduate education, take care of yourself, and get help when you need it.
www.utep.edu/graduate/pd
www.utep.edu/student-affairs

On-Campus Clinic
Located in Union East the Student Health and Wellness Center offers free or inexpensive general health services, including vaccines, STD screenings, and nutrition services. Their on-site pharmacy fills prescriptions and sells common OTC products at a reduced cost.
www.utep.edu/chs/shc

Off-Campus Clinic
The Texas Tech Physicians Clinic, suite 340 at 125 W. Hague in the Providence Medical Plaza, offers priority visits for UTEP employees, retirees and students enrolled in the UT Select Health Insurance plan and their eligible dependents.
Call 915-215-5800 to schedule an appointment.
www.carecenter.utep.edu

Counseling
Counseling and Psychological Services offers free individual and group therapy to students. Call (915) 747-5302 to schedule an appointment or after hours for crisis care. Walk-ins are also welcome:
202 Union West.
www.utep.edu/student-affairs/counsel

Fitness
The Student Recreation Center offers a variety of fitness facilities, including an indoor swimming pool, a free weights area, and outdoor fields. Low-cost fitness classes, outdoor adventure experiences, and intramural sports are also available. On-campus students can access the Student Recreation Center free of charge.
www.utep.edu/student-affairs/rsd

FINANCES
The Graduate School provides information about paying for graduate school, including budgeting, responsible borrowing, and ways to offset expenses, including details about tuition and fees.
www.utep.edu/graduate/money

Financial Aid
U.S. students and eligible residents should complete the FAFSA annually to access grants, loans, and other opportunities. The Office of Student Financial Aid manages the dispersal of these loans and grants.
www.utep.edu/student-affairs/financialaid

Funding
Various internal and external funding opportunities are available to help offset expenses and assist with research and academic travel.
www.utep.edu/graduate/funding
www.utep.edu/student-affairs/scholarships

Tuition, Fees and Payment Options
Find out about tuition, fees, deadlines and payment options.
https://www.utep.edu/vpba/student-business-services/

Textbooks
https://www.bkstr.com/texaselpasostore/home

Student Employment
Contact your program or department for information about assistantships and other forms of employment. Ask about the title, number of hours employed, duration of appointment, compensation, description of duties, procedure and timing of reappointment, and deadlines. Eligible Graduate Student Employees (GSEs) pay in-state tuition and can elect health insurance and other benefits at little or no cost.
www.utep.edu/graduate/money
www.utep.edu/human-resources/services/benefits
www.utep.edu/student-affairs/careers
HOUSING & TRANSPORTATION

Living On-Campus
The Department of Residence Life provides a variety of apartment-style floor plans. All are co-educational, and ADA compliant rooms are available. www.utep.edu/student-affairs/housing

Living Off-Campus
Many housing options are available off-campus, including some within walking or biking distance.

Meal Plans and On-Campus Dining
https://utepdining.sodexomyway.com/dining-plans/index.html

On-Campus Parking
If you are bringing your own vehicle to UTEP, be advised that you will need a parking permit to park on UTEP property. www.utep.edu/vpba/parking-and-transportation

Public Transportation
Sun Metro operates public transportation. Weekly and monthly passes are available; students are eligible for discounted rates. www.sunmetro.net www.sunmetro.net/sun-metro-app

OTHER RESOURCES

Libraries
www.utep.edu/library
www.elpasolibrary.org

Local Attractions
www.visitelpaso.com
www.traveltexas.com
www.newmexico.org
www.visitmexico.com

Local News
www.utep.edu/newsfeed
www.elpasotimes.com
http://diario.mx
www.lcsun-news.com

Local Schools
www.episd.org
www.sisd.net
www.yisd.net
www.canutillo-isd.org

Services for People with Disabilities
The Center for Accommodations and Support Services (CASS) coordinates support for folks with disabilities. Email rdugan@utep.edu for information about the Assistive Tech Lab (ATL). www.utep.edu/student-affairs/cass

Childcare
The Paso del Norte YWCA’s University Heights Early Learning Academy offers low-cost early childhood education and programming for members of the UTEP community. www.ywcaelpaso.org

Professional Development
Take advantage of programming designed to help you prepare for the next step in your professional or academic life. www.utep.edu/graduate/calendar
https://campusedge.utep.edu

Meningitis Requirement
If you are under the age of 22 and enrolling in a program that is not 100% online, you must get the bacterial meningitis vaccine at least 10 days before the start of the semester. Email your proof of vaccination to meningitis@utep.edu.

Need help getting settled?
The Amigo Miner program provides assistance and information to new graduate students from outside the Paso del Norte region. Email amigominer@utep.edu to sign up!
INTERNATIONAL STUDENTS
The Office of International Programs (OIP), located in Union East 204, is your first point of contact for immigration processes and related issues for international students. Please contact the Graduate School if you experience significant delays or challenges in your process. www.utep.edu/student-affairs/oipsa

Employment Regulations
Before you can work legally in the United States, you must have a Social Security Number (SSN) printed on a Social Security Card. To get one:

☐ Secure a job offer in writing;

☐ Take that offer letter to OIP and request a Social Security letter and a verification of enrollment and status letter;

☐ With OIP’s approval, take both letters to the Social Security Administration. (The closest office to campus is at 600 Texas Ave, just east of downtown);

☐ Once you have received your card and SSN, take it to Human Resources to complete any additional employment paperwork.

Note: If you are a new student, it can take up to 10 days from after you entered the U.S. for your SEVIS record to show you entered the country. It can also take 24 hours from the time you reported to OIP for SEVIS to show that your record is active. The Social Security Administration Office will be unable to process your request until both of these updates appear in SEVIS.

For more information:

El Programa de Asistencia Estudiantil (PASE)
El Programa de Asistencia Estudiantil (PASE) es un programa de asistencia financiera para estudiantes mexicanos. Este programa otorga un descuento de colegiatura a los participantes para que puedan pagar la misma colegiatura que los residentes del estado de Texas.
www.utep.edu/student-affairs/oipsa