

Scholarship Acceptance Checklist

1. Establish your official UofM email account

- a. Email is the official communication method of the University of Memphis. The email account is free and you can set it up online at: iam.memphis.edu and click "Initialize Your Account." Enter your unique code.
- b. Important: After your account has been initialized, please enroll in Duo multi-factor authentication by completing steps outlined at <https://www.memphis.edu/duo> under the "How do I enroll or change my devices in Duo Account Security"?
- c. Future correspondence (registration information, special event invitations, additional scholarship opportunities, etc.) will be sent to this university email address. Contact the Help Desk (901.678.8888) if you cannot access that account. If you have initialized your UofM email account, no additional steps are needed to set up your email.

2. Accept scholarship offer

- a. Log into my.memphis.edu
- b. Click the **Financial Aid and Scholarships** tile.
- c. Select the **2025-2026 Aid Year** from the drop down menu at the top of the page.
- d. Select the **Offer** Tab
- e. View your scholarship and select **Accept** or **Decline** under **Take Action**
- f. Click **Submit**
- g. Review the Terms and Conditions, and acknowledge by checking the box and clicking **Accept Award**

3. 2025-2026 FAFSA and Financial Aid Process

The [2025-2026 Free Application for Federal Student Aid \(FAFSA\)](#) is now available. Be sure to complete your FAFSA as soon as possible.

4. Residence Life and Dining Services

The housing application for Fall 2025-Spring 2026 is open. Applications should be completed by logging in through my.memphis.edu with your username and password. Go to the "Student Pages" tab and select "My Resources." Select the "Housing Application Portal" under the Housing and Residence Life section. You can contact reslife@memphis.edu for any housing questions.

5. New Student Orientation

Incoming students should confirm their enrollment by logging into their [Tiger Tracks Portal](#). After your UofM enrollment is confirmed get ready for [New Student Orientation](#), registration is open. New Student Orientation is designed to help students and families make a smooth transition into college life at the University of Memphis and is mandatory for all incoming freshmen. At orientation, students will be able to meet with their academic advisor, schedule classes, learn more about organizations and services, and meet other new students and families.