



Spring 2026 Next Steps Checklist

Visit: www.canton.edu/enroll for digital version

Congratulations on your acceptance!

Step One:

- ☐ Log on to UCanWeb
 - Visit <https://www.canton.edu/ucanweb/> and then select “Enter Secure Area.”
 - You will then be prompted to enter your Canton email, located on your acceptance letter.
 - For your password, please go to “Your Password” section at this link: <https://www.canton.edu/it/netid.html>.
 - For assistance with authentication, call IT for support at 315-386-7448, and remember to use your own cell phone number.
- ☐ Complete your 2025-2026 FAFSA
 - All students should complete the FAFSA form. You can access this form by going to www.studentaid.gov
 - Use school code: 002855.

Step Two:

- ☐ Log in to your Canton Email
 - Your email was provided to you in your acceptance letter.
 - Your login password for email is the same as UCanWeb (see step one).
 - Setting up your email regarding financial aid, scheduling, and scholarship consideration is important.
- ☐ Check Student Financial Aid Requirements
 - Log into UCanWeb, then choose NEW STUDENT- ENROLLMENT STEPS card, then choose “Financial Aid”
 - In the upper right corner, make sure the aid year is set to 2025-2026. You will see the unsatisfied requirements appear below and you can click for more information.
- ☐ Review Financial Aid Package
 - Log into UCanWeb, then choose NEW STUDENT- ENROLLMENT STEPS card, then choose “Financial Aid.”
 - In the upper right corner, make sure the aid year is set to 2025-2026. You can click on “Offer” tab.
 - Accept or decline your financial aid which might include grants, scholarships, loans, and work-study. New students will also receive a financial aid package letter by mail.
- ☐ Submit Deposit(s) – *This is separate from your \$50 application fee.*
 - Before creating a class schedule, all students must submit an enrollment deposit to commit to Canton.
 - If you are living on campus, you must also submit a housing deposit before completing the Housing and Meal Plan surveys.
 - Deposits can be made online at www.canton.edu/enroll under the [Pay Your Deposit](#) button. Deposits may be made as a combo or separately.

Step Three:

- ☐ Complete the Housing, Meal Plan, and SUNY Canton ID card surveys
 - **Beginning in November**, students living on campus must complete the On-campus Housing Survey found in UCanWeb, under the NEW STUDENT –ENROLLMENT STEPS card, then select the “My Required Surveys (Housing & Meal)”. Students living off-campus or online must still complete the Off-campus Housing Survey/waiver found under “My Required Surveys (Housing & Meals)”.
 - After completing a Housing Survey, complete the Meal Plan Survey under “My Required Surveys (Housing & Meal)” to select your meal plan, or to opt out for students who will not be living on campus. To view the plan options, please visit https://www.canton.edu/ca/dining/meal_plans.html. If you need to request a meal plan change or have any questions, please email mealplans@canton.edu.
 - **Beginning December 1**, all deposited First-Time Freshman, Transfer, and Readmitted students must complete an ID card survey on UCanWeb, then NEW STUDENT – ENROLLMENT STEPS card, then “New Student Checklist”, then ID card. You will download the GET Mobile app (black circle with white letters icon) on your cell phone. All cards are mailed beginning mid-July. Please direct questions to id@canton.edu.

Step Four:

- ☐ Sign up for Orientation
 - Orientation is mandatory for every student. It will be on **January 16, 2026**.
 - Sign into UCanWeb, then NEW STUDENT- ENROLLMENT STEPS card, then “New Student Checklist”, then Orientation.
- ☐ Create your Schedule
 - First-Time Freshman: Log in to UCanWeb, then select “NEW STUDENT- ENROLLMENT STEPS” card. Select “Set up Advising Appointment”. Next “Schedule an Appointment”, then you will be asked to sign into Roos Success with same credentials as your email. Look to top left and pick the 3 horizontal lines to select My Success Network, then choose ‘Other Networks’. Choose “NEW STUDENT: ADVISING AND REGISTRATION”. Schedule creation begins **December 1, 2025**. If you have any questions, contact the Advising Center at (315) 379-3954 or advising@canton.edu.
 - Transfer/Readmit students: After paying your deposit, please allow for up to 3 business days for the deposit to be processed, and then email your Dean’s office for instructions on creating a schedule: [School of Business & Liberal Arts - SBLA@canton.edu](mailto:SBLA@canton.edu), [Canino School of Engineering - CSOET@canton.edu](mailto:CSOET@canton.edu), [School of Health Science & Criminal Justice - SHCJ@canton.edu](mailto:SHCJ@canton.edu). For a complete list of majors by school, please visit www.canton.edu/enroll and click on the school's name.
- ☐ Complete Health Forms
 - The mandatory Student Health History, Immunization, and Physical Exam Form need to be completed before **January 1**. Additional health forms may be required for selective health programs and athletes. These can be found in UCanWeb, then NEW STUDENT – ENROLLMENT STEPS card, then “New Student Checklist”. Scroll down to Health Forms. Health forms are not required for fully online students.
- ☐ Process College Bill
 - Bills can be viewed through UCanWeb under STUDENT card, then by adding the Billing card to your UCanWeb homepage. Be on the lookout for emails regarding billing also. You can make a direct payment or set up a payment plan to satisfy a balance not covered by financial aid. You can also change your preferences related to parking and Roo Express by emailing billing@canton.edu.
 - If you are anticipating a student refund due to financial aid awarding, you will need to set up your banking preference with BM Technologies so your refund can be automatically deposited. SUNY Canton has partnered with BM Technologies (BankMobile) to process all student refunds. For more information on how to set up your banking preference, please visit our website at www.canton.edu/refund.
- ☐ Submit Final Transcripts
 - First time freshmen students: your final high school transcript with graduation date needs to be submitted prior to the start of classes. Reminder: Be sure to submit official AP, IB, and/or college transcripts for any credits received in high school.
 - Transfer/Returning students: final official transcripts from all colleges previously attended must be submitted prior to the start of classes.

MAIL TO:
SUNY Canton Admissions
34 Cornell Drive
Canton, NY 13617

EMAIL TO:

admissions@canton.edu

