



Next Steps Checklist Summer 2026

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 2026-2027 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:

- ☐ Submit Deposit(s) – *This is separate from your \$50 application fee.*
 - All students must submit an enrollment deposit of \$50 before creating a class schedule. This shows commitment to the college and is essential to securing a seat in your academic program.
 - 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.
- ☐ 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.

Step Three:

- ☐ SUNY Canton ID card
 - 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.
- ☐ 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.
- ☐ Create your Schedule
 - 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](#) or [School of Science, Health & Criminal Justice – SHCJ@canton.edu](#).

Step Four:

- ☐ 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 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 Transcript(s)
 - Your final transcript needs to be submitted prior to the start of classes. Please submit a transcript request with your former college(s) and have them send electronically to: admissions@canton.edu. If your former college(s) mail transcripts, then please send to: SUNY Canton Admissions, 34 Cornell Drive, Canton, NY 13617.