After You Are Admitted

**Activate your Ohio State Internet Username.** Go to my.osu.edu by selecting 'Activate Now!' located on the left sidebar.

While on the website, you can optionally forward your Ohio State email to your favorite personal email account, (if you choose to forward your email, this process may take up to an hour). Otherwise your default account will be Buckeye Mail. To access buckeye mail, visit buckeyemail.osu.edu.

Your Office 365 ID is your full Buckeye Mail address:

**Office 365 ID:** lastname.#@buckeyemail.osu.edu  
**Password:** your Ohio State password which you chose when setting up Carmen and my.osu.edu. If you’re having trouble, call 614-688-HELP(4357).

**Access Carmen.** Carmen is Ohio State’s online resource used by instructors to post syllabi, notes, discussion topics, grades, etc. for students. All access to the course information is posted by instructors. Please direct all concerns and questions regarding Carmen to your instructor. Access Carmen at carmen.osu.edu and use your Ohio State Username/Password to sign in.

For more Carmen resources please visit go.osu.edu/orc-students and go.osu.edu/orc-studentsvid.

**Complete your Financial Responsibility Statement.** Each term, the university will put a registration hold on your account if you have not completed the Financial Responsibility Statement. This hold will prevent you from enrolling into courses. Be sure to complete the statement located on the right hand side of My Student Center as soon as you have access to your account.

**AdvisingConnect:** If you would like to meet with an advisor, you may schedule an advising appointment by visiting advisingconnect.osu.edu.

**Search for classes** at buckeyelink.osu.edu by selecting “Schedule of Classes”. Be sure to select the correct term.

**Permissions:** If applicable, make sure you secure any necessary permission from instructors. Once your enrollment appointment begins, take your signed permission form to your academic advisor and he/she will add the course to your class schedule.

The form may be printed from this link: registrar.osu.edu/students/course_enroll_form.pdf

**Pre-requisites:** Make sure you meet all pre-requisite requirements for your class before you register. If you have met the pre-requisites at another institution, please consult with your academic advisor to ensure they will apply to your course at Ohio State.

**Purchase a parking pass** at South Campus Gateway at 1560 North High Street, Columbus, OH, 43210 or visit their website at campusparc.com/osu.

**Obtain your BuckID.** Starting finals week of the preceding term, you may get your BuckID. To obtain your BuckID, you must have a valid driver’s license. If you do not have a driver’s license, you will need to bring 2 forms of alternate identification. Also, you must be an active student in order to get your BuckID, i.e. you must have scheduled classes.

The BuckID Office is located on the third floor of the Ohio Union, 1739 N. High St, Columbus, Ohio, 43210. For more information, check out buckid.osu.edu/Default.asp.

For more information, the Extended Education Orientation can be found at the following address: go.osu.edu/extendededorientation

**Local Bookstores**

Barnes & Noble (OSU Bookstore)  
High & 11th (614) 292-9341  
go.osu.edu/bookstore

Student Book Exchange  
High & 14th (614)291-2000  
go.osu.edu/sbx

**Other Resources**

Student Services Center  
281 W. Lane Ave  
(614)292-0300  
ssc.osu.edu

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Be sure to stay up to date with information and services at the Extended Education blog: u.osu.edu/extendededucation

**The Ohio State University**  
Office of Distance Education and eLearning