Completing the New Student Information Form

1. Log into MyHSC with your EUID and password by visiting www.my.unt.edu and selecting MyHSC.

2. On the Student tab, within the Student Information box, click on New Student Forms.
3. The first page is the Bio/Demo information. Anything with a * next to it must be completed.
4. Complete the Address, Email and Phone page.

Click "Next Page" to continue.
5. Complete the Socio-Econ & Educ page.

- **Educationally & Economically Disadvantaged**
  - Do you consider yourself educationally disadvantaged? [ ] Yes [ ] No
  - Do you consider yourself economically disadvantaged? [ ] Yes [ ] No

- **Educational Background**
  - **Highest Degree 1 Information:**
    - Degree 1 Earned: 
    - Received From: 
    - Degree Month/Year: [ ] (Type in Degree, if it does not appear in the list)
  - **Highest Degree 2 Information, if any**
    - Degree 2: 
    - School Received from: 
    - Degree 2 - Month/Year: [ ] (Type in Degree, if it does not appear in the list)

- Click "Next Page" to continue.
6. Read through and Acknowledge the Code of Professional Behavior

Please read the Code of Professional Behavior that you will abide by as a student at the University of North Texas Health Science Center.

Code of Professional Behavior

Students, as representatives of the University of North Texas Health Science Center, are expected to conduct themselves in an ethical and professional manner. The purpose of the Statement of Professional Values is to provide students with a basic understanding of the values of the Health Science Center and should be used by students in their professional activities.

Professional Conduct and Values:

- Conduct themselves at all times in a manner appropriate to a physician, physician assistant, physical therapist, scientist, or public health professional.
- Observe professional courtesy in the classroom by arriving promptly for lectures and exams, treating all lecturers with respect.
- Conduct themselves professionally in demeanor, use of language, and appearance in the classroom, ambulatory clinics, hospitals, labs, and in the professional setting.
- Dress in a fashion such that they are accepted as professionals, especially in the clinical or internship setting.
- Be neat, clean, and practice good personal hygiene.
- Give appropriate respect to all faculty, staff, and fellow students.
- Work in a collaborative and cooperative manner.

Represent the institution and act in such a manner as to justify public trust and confidence, to uphold and enforce the good standing and reputation of the institution, and to serve the public interest. Comply with all policies and procedures of the University of North Texas Health Science Center and be specifically familiar with the following policies which are located in the Student Handbook:

- Policy on consensual relationships
- Policy on substance abuse
- Policy on sexual harassment
- Policies on discrimination
- Policy on Code of Student Conduct

Adhere to any and all policies not stated here, but set forth in the Health Science Center Student Handbook and respective school catalogues.

Cooperate fully with all authorized inquiries or investigations related to any suspected violation of the UNT System institution's policies and procedures.

Click on "Yes, I acknowledge" then "Confirm." Then click on "Next Page."
7. Read through the Student Financial Obligation Agreement and Consent to do Business Electronically.

University of North Texas Health Science Center

Student Financial Obligation Agreement and Consent to do Business Electronically

Enrolling in classes at the University of North Texas Health Science Center (UNTHSC) commits you to specific financial obligations and responsibilities. You should further understand that your obligation and responsibility includes but is not limited to:

Understanding that the UNTHSC catalog is your guide to services, procedures, policies, rights and responsibilities.

Understanding that UNTHSC uses e-mail as a prime means for communication and that it is your responsibility to review your official UNTHSC e-mail regularly. Though you may choose to have your official UNTHSC e-mail redirected to another address, you are not relieved of the responsibilities of the communication that is sent by the University.

Understanding this UNTHSC Financial Obligation Agreement.

Understanding that this UNTHSC Financial Agreement is for all terms.

IMPORTANT - Payment terms and agreement

Per §54.007 of the Texas Education Code, students have the following options for paying their tuition and fees for Fall and Spring semesters.

The education code includes the following statements:

1) Payment in full before the payment deadline prior to the beginning of classes.

2) Payment in installments under the installment payment option requires the first payment to be made in advance of the beginning of the semester and the final payment to be made before the last day of the semester. The installment plan option is only offered for Fall and Spring semesters. Summer charges are due paid in full by their due date.

3) A student who fails to make full or first payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until full payment is made. A student who fails to make payment prior to the end of the semester may be denied credit for work done that semester.

Those who choose to utilize the installment payment option may enroll in the plan online by following the instructions in the Student Center at myhs.unt.edu and clicking on the tab for Go On Installments. The installment payment option is signed electronically when you choose the installment payment option and complete the initial installment payment.

All students must agree to following terms before registering for classes

PAYMENT OPTION AGREEMENT

Click on "Yes, I consent to Financial Obligation/Electronic Business," then on "Confirm Fin Obligation /Electronic Business," then click on "Complete."
8. Finally Accept the Terms and Conditions of Enrollment.

Click on "I agree," then on "ACCEPT."
9. The form is not complete until you reach the Thank You page.

Questions? Please contact Registrar@unthsc.edu or call 817-735-2201