12. Purchase a parking permit.

All students who park a vehicle, including motorcycles, on Gonzaga property are required to purchase and properly display a campus parking permit.

Parking lots are designated and posted by permit color and are restricted to particular groups (staff/faculty, law students, residence halls, rental units, etc.). Parking permits may be purchased online at: gonzaga.edu/permits.

Have your vehicle license plate number and Gonzaga ID number available when you register. After completing your registration, print a copy of the receipt and bring it to the Security Office in Huetter Mansion to pick up your parking permit.

13. Learn about the Campus Public Safety and Security Department.

Gonzaga encourages students to join in the effort to provide a safe and caring environment in which living, learning and working can take place most productively. For more information visit gonzaga.edu/security, call (509) 313-2222 or visit Huetter Mansion.

14. Check your mail for a postcard with your Mailbox number on it.

Undergraduate students living on campus must have a Mailbox (MSC box) in order to receive packages and mail. Mail cannot be delivered to residence halls or apartments. We will automatically assign you a mailbox if you are living on campus and notify you of the number via a mailed postcard.

Personal belongings can be shipped to your MSC Box ahead of your arrival on campus, starting December 18, 2017.

15. If you have documented special circumstances or questions about support services, please contact or visit the following:

Questions about student support services, wellness resources, case management and recovery support:

Center for Cura Personalis
Main (800) 986-9585, x2227
Direct (509) 313-2227
gonzaga.edu/ccp

Academic adjustments, accommodations, auxiliary aids, assistive technology, advocacy and other types of assistance for students with disabilities:

Disability Access
Main (800) 986-9585, x4134
Relay Services (800) 833-6384
gonzaga.edu/disabilityaccess

Dietary concerns:

Sodexo (Zag Dining)
Main (800) 986-9585, x6906
Direct (509) 313-6906
Executive Chef (509) 313-6925
gonzaga.edu/zagdining
As you prepare for Gonzaga, please review these important reminders:

1. Check your new Gonzaga email (Zagmail) regularly.

As a Gonzaga student, you have been assigned a username, password and email address that provide you access to technology services, which are referred to as ZagNet. These include the student network in the residence halls, access to email, University computer labs, Blackboard and the automated library systems. In order to access these technology resources you will need to activate your account by creating a new password at zagmail.gonzaga.edu. The password must be 8 characters minimum, include one uppercase, one lowercase, and one number. Please note that we must have your Social Security Number on file in order for you to access your Zagmail account. Contact the Office of Admission to provide your SSN if you did not list it on your application for admission. If you do not have an SSN, please contact our Information Technology Department at (509) 313-5550.

Your username is: <<USERNAME>>

Gonzaga’s student email is hosted by Microsoft and is called Zagmail. Once you activate your account, you can access your email at https://zagmail.gonzaga.edu.

Your Zagmail email address is: <<EMAIL>>

This email address will be used for ALL official communication from the University from now on. Please check it regularly so you don’t miss important updates! If you need assistance with this process, please call the IT Help Desk at (509) 313-5550 during the week, or email techsupport@gonzaga.edu.

2. Submit your registration survey.

Watch your Zagmail account for an email from the Office of Academic Advising and Assistance (AAA) regarding registration and enrollment information. Be prepared to provide information including your major or intended area of study, special requests, and details of any applicable transfer or advanced standing credit. Upon receipt, AAA will enroll you for your first semester coursework, and will communicate with you regarding your schedule and faculty advisor assignment. For questions, please contact the office at advise@gonzaga.edu. Please wait to purchase textbooks until after your schedule has been finalized.

3. Submit your ZagLiving application and $200 deposit.

Full-time undergraduate students who are under the age of 21 must reside within the University residential system during their first and second years. After submitting your ZagLiving application at gonzaga.edu/accepted, the Housing & Residence Life Department will send an email regarding housing.

Please note that your Rental Agreement states dates for arrival. Requesting an arrival date before the one listed in your Rental Agreement will require a request form and, if approved, charges will be applied to your account. If you live in Spokane and/or would like to request an exemption from the Gonzaga residence requirement, contact Housing and Residence Life at (509) 313-4103 or housing@gonzaga.edu.

4. Update your emergency contact information by January 10, 2018.

Visit gonzaga.edu/zagweb. Click on Enter Secure Area, and enter your Gonzaga ID from the front of this document and six-digit PIN number. Then, click on Personal Information. Choose Update Emergency Contacts and update the information as necessary.


All students are required to complete the New Student Health Clearance process in the secure online portal before starting classes. The Health Clearance includes a mandatory immunization requirement, submission of insurance information, and the completion of various online health forms. New students will receive an e-mail with additional instructions. For more information on Health & Counseling or the required New Student Health Clearance process, please visit gonzaga.edu/healthandcounseling.


First Year Experience Programs coordinates New Student Orientation, which you can learn more about at gonzaga.edu/orientation. All students are registered for Orientation and we appreciate your RSVP to confirm your attendance by Wednesday, January 10. Keep checking your Zagmail for important information regarding New Student Orientation.

7. Submit final transcripts and AP/IB credit scores before arrival on campus.

All incoming students must submit a final, official high school transcript to the University. An official transcript is one that is submitted directly to Gonzaga from the issuing institution. Your final transcript must arrive before you arrive on campus in order to ensure your spring enrollment at Gonzaga.

Additionally, if you have taken any college credit or AP/IB exams during your high school career, please have all official college transcripts and score reports forwarded as soon as possible. This allows the Academic Advising and Assistance Office to accurately create your first-semester schedule.

8. Submit a photo to create your ZAGCARD, your Gonzaga University ID, by January 10, 2018.

Visit gonzaga.edu/zagcard to read about the features of your ZAGCARD, and click on the Submit Your Photo link for photo requirements and upload instructions.

9. Set up your payment account with Student Accounts.

Spring semester billing statements will be available to view on CASHNet in December. You will receive notification at your Zagmail address. You can set up another person (such as a parent) as an authorized payer on CASHNet which will give them access to view and/or pay your bills. Visit gonzaga.edu/paymentportal for more information.

Families can sign up for one of the flexible payment plans at gonzaga.edu/paymentplans.

10. Check your financial aid status and learn about student employment options.

Visit gonzaga.edu/zagweb to view and complete any outstanding requirements to receive financial aid. Complete a Federal Direct Loan Master Promissory Note and Loan Entrance Counseling at studentloans.gov. If you are interested in finding employment, you can begin your job search by visiting gonzaga.edu/studentemployment and viewing the various job boards. Contact the Financial Aid Office by email: finaid@gonzaga.edu or by phone: (509) 313-6582.

11. Learn about dining services options.

All students who reside in the residence halls are required to eat on campus under a board plan. Zag Dining by Sodexo partners with Gonzaga University to provide a full-service food program. You can learn more at gonzaga.edu/zaglining.

Zag Dining by Sodexo assists students with religious dietary restrictions, allergies, and many medical diets. Please contact our Zag Dining Executive Chef at (509) 313-6925 or housing@gonzaga.edu.

To enhance your board plan, Gonzaga includes Bulldog Bucks. Students may use this account to purchase meals and snacks at any on-campus Zag Dining location as well as several off-campus locations. Bulldog Bucks included with a board plan are intended to supplement the plan the entire semester. You can learn more about Bulldog Bucks at gonzaga.edu/zagcard.