## How to: Accept your WSU Admission Offer

**1.** Log into myWSU. This can be found at <u>https://my.wsu.edu</u>:

Sign-in with your WSU account to access MyWSU	
WASHINGTON STATE	
Network Authentication	
Isornamo	
Assword	
AXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
AXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	

2. Once logged in look for the Homepage arrow in the top-center of the screen as shown below:

MUJ <b>WSU</b> Logged on as: William Getchius		▼ Homepage		♠ ୣ ≡ ø	
	Profile	Main Menu	Student Center	HR. Pavroll. and Benefits	

**3.** When this is clicked on a drop down menu should appear with listings of: *Homepage, Student Homepage,* and *Applicant Homepage*. You should select Applicant Homepage (Highlighted in yellow below):



**4.** When *Applicant Homepage* is selected it will bring you to the Applicant Homepage screen. You will want to select the Tasks Tile (circled below):

(On this page you can also view your Admission Certificate Letter by clicking on the My Comm Center tile.)



5. After you have clicked on the Tasks Tile it will bring you to your To-Do List (This list will be more important further into your career as a student).

Your acceptance/denial action should be listed here. All you will need to do click on the Task title and that should expand to the action line allowing you to accept or deny your admission offer from Washington State University:

C Applicant Homepage		Tasks		۸
Logged on as				
To Do List	To Do List			
	11			5 rows
	Task	Due Date	Status	
	GMAT Score		Initiated	э
	Letters of Recommendation		Initiated	3
	Resume		Initiated	3
	Statement of Purpose		Initiated	3
	Transcripts		Initiated	3

Thank you & Go Cougs,

WSU Graduate School