USCB Admissions Checklist

Follow this checklist to ensure your admissions process runs smoothly

1. Getting Started

☐ Claiming your VIP ID. (Additional Instructions are enclosed.)
  - Go to https://my.sc.edu/vipid/claim. Follow the steps to set your VIP ID password and establish your security questions.
  - You will need your VIP ID and your USC ID, which are on the bottom of your acceptance letter.

☐ Enroll in DUO Multifactor Authentication. (Additional Instructions are enclosed.)
  Multifactor Authentication adds a second layer of security to your VIP ID and Network ID logins. When you log in to secure areas of University systems, you are prompted to confirm your identity via Push Notification to a smartphone application, phone call, or security code.
  - Go to https://my.sc.edu/multifactor
  - Log in with your VIP ID and password
  - Click on Enroll
  - Complete the enrollment process

☐ Set your Network ID/Password. (used for computer, Email, and Blackboard login) (Additional Instructions are enclosed.)
  - Go to https://my.sc.edu/apps/id/index
  - Log in with your VIP ID and password
  - Confirm your login with DUO Multifactor Authentication.
  - Set your Network ID/Password

☐ Locate and Log in to your University Email. (Additional Instructions are enclosed.)
  - Go to https://my.sc.edu
  - Click on Self Service Carolina (SSC)

☐ Access your Blackboard account.
  - Once you can successfully access your email account, return to https://my.sc.edu
  - Click on Blackboard on the left-hand side of the screen. Click on USC Beaufort. You will need your Network ID and password to sign into Blackboard. Your Username and password were setup in the previous step “Set your NETWORK ID/Password”. Once you are signed in, follow the instructions to setup your Blackboard profile.
  - Check your USCB email often. We will be communicating with you via this email address.