

STUDENTS SPONSORED BY SACM

If you are sponsored by the Saudi Arabian Cultural Mission (SACM), you are required to give your advisor proof of enrollment and grade reports each semester.

Enrollment Verification

1. WMU's Registrar's office will send a verification of enrollment directly to SACM at the beginning of each semester if you have filled out the FERPA form. Please come to the CELCIS office to make sure you have signed the SACM FERPA form.
2. If your advisor needs more information, such as your level or your schedule, you can use your Go WMU account to access this information. The CELCIS office can provide you with step by step instructions.

Grade Reports

1. Pick up your progress report in the CELCIS office at the end of the semester and send a copy to your SACM advisor

OR

2. Verify your grades using Go WMU. The CELCIS office can provide you with step by step instructions.

Other Letters or Documentation

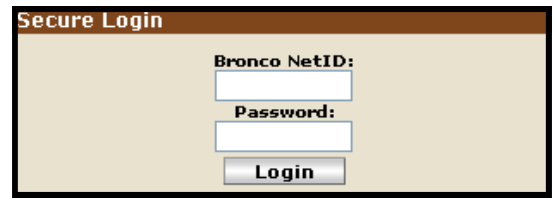
(Scholarship Extension Letters, Michigan ID, etc.)

1. Come to the CELCIS office and fill out a letter request form at the front desk.
2. After you turn in your request, you can pick up your complete letter at the CELCIS front desk after 48 hours.

If you have questions or are not sure what you need, stop by the CELCIS office.
We are happy to help!

Verify enrollment using Go WMU

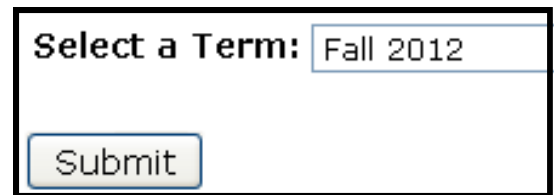
Step 1: Log into your Go WMU account
[https://gowmu.wmich.edu/cp/home/
displaylogin](https://gowmu.wmich.edu/cp/home/displaylogin)



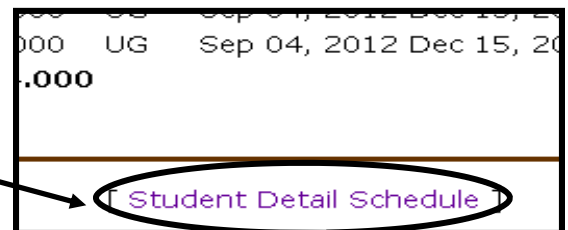
Step 2: On the left hand side of the screen under Student Tab, and then Registration, click "My Schedule"



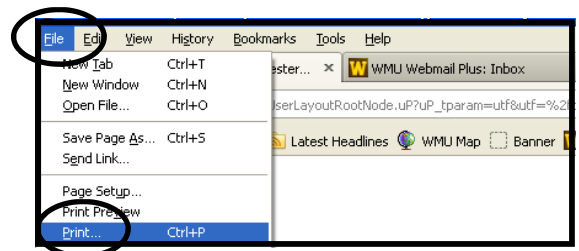
Step 3: Select the term you want to view and click submit



Step 4: At the bottom of the screen click "Student Detail Schedule"



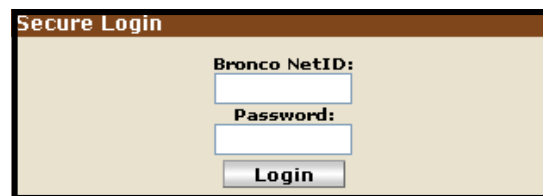
Step 5: **For hard copy:** Click on File in the upper left hand corner of the screen and click Print. Mail it to your sponsor.



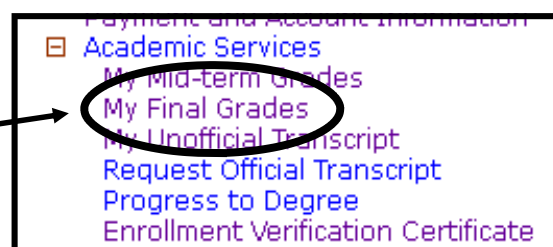
For electronic copy: Click on File and Print as a PDF. Once you have saved it to your computer send it as an attachment by email or upload it to your sponsors website.

Verify grades using Go WMU

Step 1: Log into your Go WMU account
[https://gowmu.wmich.edu/cp/home/
displaylogin](https://gowmu.wmich.edu/cp/home/displaylogin)



Step 2: On the left hand side of the screen under Student Tab, and then Academic Services, select “My Final Grades.”

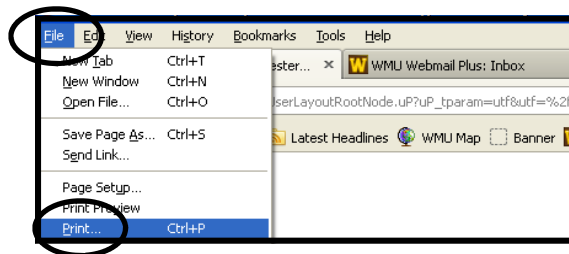


Step 3: Select the term you want to view and click submit.



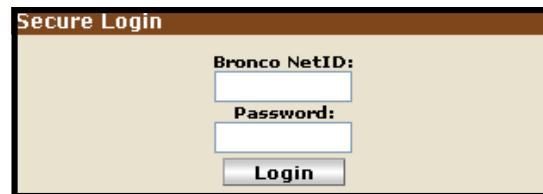
Step 4: **For hard copy:** Click on File in the upper left hand corner of the screen and click Print. Mail it to your sponsor.

For electronic copy: Click on File and Print as a PDF. Once you have saved it to your computer send it as an attachment by email or upload it to your sponsors website.



Checking holds using Go WMU

Step 1: Log into your Go WMU account
<https://gowmu.wmich.edu/cp/home/displaylogin>



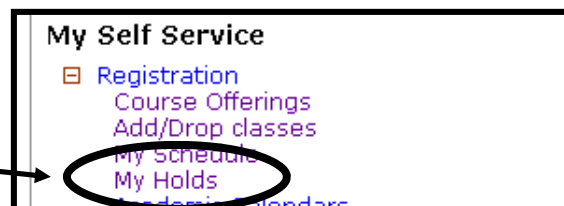
Secure Login

Bronco NetID:

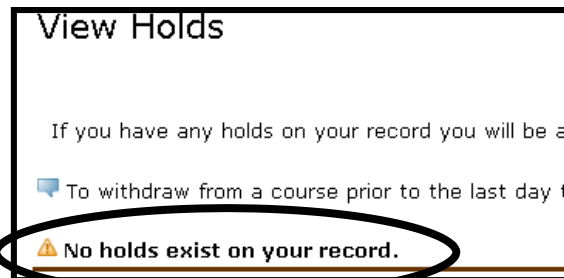
Password:

Login

Step 2: On the left hand side of the screen under Student Tab, and then Registration, select “My Holds”

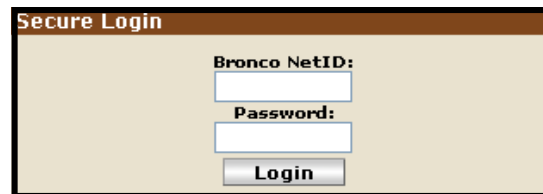


Step 3: If you have holds they will be listed on this screen. If you do not have any holds it will only say “No holds exist on your account”

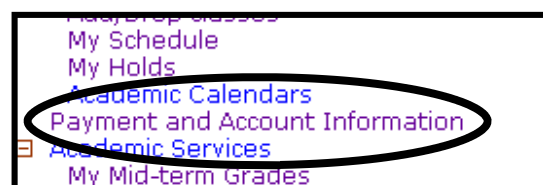


Checking balances using Go WMU

Step 1: Log into your Go WMU account
<https://gowmu.wmich.edu/cp/home/displaylogin>



Step 2: On the left hand side of the screen, under the Student Home tab, then registration, click “Payment and Account Information”



Step 3: If you owe money it will say how much next to “Amount Due.” If you do not owe money there will be a zero balance. You can make a payment or view account activity.

