

# Admissions Checklist



## Roadmap to begin taking credit classes at South Texas College

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| <b>APPLICATION &amp; TRANSCRIPTS</b> | Complete an <b>Application</b> for Admission. <b>STC STUDENT ID NUMBER</b> _____   |
| <b>1</b>                             | Provide <b>official transcripts</b> from your high school, or proof of GED completion (test scores or certificate) and any college transcripts.<br>Contact your previous education institution(s) to request official transcripts. Transcripts may be delivered in person or mailed to the Office of Admissions and Records.   |
| <b>FINANCIAL AID</b>                 | <b>Free cash, scholarships, work opportunities and emergency loans</b> are available to eligible students. Contact the Financial Aid Office to determine if you are eligible. Complete the financial aid application online or in person at the financial aid office. For additional information, logon to <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> or <a href="http://www.southtexascollege.edu/finaid/">www.southtexascollege.edu/finaid/</a> .  |
| <b>2</b>                             |  |
| <b>TESTING</b>                       | Contact the <b>Testing Center</b> to determine whether you need to take a state-mandated reading, writing and/or math <b>assessment test</b> (THEA, ACCUPLACER or COMPASS) or if you are eligible for an exemption or waiver.  |
| <b>3</b>                             |  |
| <b>ORIENTATION</b>                   | Complete the required <b>New Student Orientation</b> .   |
| <b>4</b>                             | New Student Orientations are held before each semester. Morning, afternoon and evening sessions are available. Contact the Outreach Office for the orientation schedule.   |
| <b>ADVISING</b>                      | <b>Advisors</b> will assist you in managing your degree plan, and ensuring that you are aware of campus tools and resources that will assist you in becoming a successful student.<br>If you attend <b>orientation on campus</b> , you will meet with a temporary advisor to plan your schedule. You will be assigned an advisor once you have registered for classes.<br>If you complete the <b>online orientation</b> , you must meet with your assigned advisor once you have completed the online orientation. You will be assigned an advisor upon completion of the online orientation. Together, you will plan your class schedule. (Online Orientation will be available in August 2005.)<br><b>You must fulfill the state-mandated assessment test requirements before completing the advisement process.</b> |
| <b>5</b>                             |  |
| <b>REGISTRATION</b>                  | Use the <b>Advisement Form</b> to select courses from the current <b>STC course schedule</b> . Complete the registration worksheet included in the Admissions Packet and register at <b>campus kiosks, online, by phone or in person</b> .<br>If you attend <b>orientation on campus</b> , you will be able to register for classes during the orientation session.<br><b>Username and PIN required for kiosk, web and phone registration.</b> You will not receive a registration confirmation. You should verify your schedule online, by phone or in person before classes start.   |
| <b>6</b>                             |  |
| <b>TUITION &amp; FEES</b>            | <b>Pay tuition and fees.</b> Enrollment is complete only upon full payment of tuition and fees, financial aid award or approved installment plan. Tuition must be <b>paid in full by the due date or you will be dropped</b> from your classes. Financial Aid awards are normally posted to your account on or before the tuition due date. Tuition may be paid by cash, money order, check or credit card.  |
| <b>7</b>                             |  |
| <b>BOOKS</b>                         | <b>Buy your books.</b> You may buy your books at the campus bookstore. The bookstore may have used books for sale which can save you money.  |
| <b>8</b>                             |  |
| <b>STUDENT LIFE</b>                  | <b>Check out Student Life!</b> Get connected and meet people through intramural sports, activities, cultural events, clubs, Student Government, volunteer and leadership opportunities.  |
| <b>9</b>                             |  |

**Statement of Equal Opportunity:** No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, sex, age, veteran status or disability. Individuals with disabilities requiring assistance or access to receive services should contact disABILITY Support Services at (956) 872-2173.