

New Student Checklist

____ **APPLY FOR ADMISSION:** Complete the application for admission online:
https://my.sccc.edu/ICS/Admissions/Default_Page.jnz?portlet=Apply_Online_20

SELECTIVE ADMISSION PROGRAMS: Nursing (RN and LPN), Respiratory Care, Allied Health, Law Enforcement and ATS are selective admission programs. You must complete the specific application for the program you desire to be considered for admission to that specific program.

____ **REQUEST COPY OF HIGH SCHOOL TRANSCRIPT:** Have a copy of your high school transcript or GED certificate sent to the Admissions Office, 100 Hobart Drive, Hillsboro, OH 45133. **A high school transcript or GED certificate is required in order to receive financial aid.**

TRANSFER STUDENTS: REQUEST COLLEGE TRANSCRIPT: If you have attended another college, contact the Records Office of the previous college(s) and have an official college transcript(s) sent to the SSCC Admissions Office, 100 Hobart Drive, Hillsboro, OH 45133.

____ **MAKE PAYMENT ARRANGEMENTS:** Payments or payment arrangements can be made in the Business Office. For additional information, visit www.sccc.edu/admissions/payment.shtml. If you wish to apply for federal student aid, complete the FAFSA (Free Application for Federal Student Aid) at www.FAFSA.ed.gov. If you need assistance with this application, you may contact the Financial Aid Office at 937.393.3431, Ext. 2610.

____ **TAKE THE PLACEMENT ASSESSMENT:** Placement assessment is required of all degree-seeking students and any student wishing to take a math or English course. Current assessment dates, times, and locations are available on the SSCC website: <http://www.sccc.edu/admissions/placement.shtml> **Taking the placement assessment before meeting with an advisor is strongly recommended.** (Transfer students who have completed English and/or math at a previous institution may be exempt from this requirement.) If you need accommodations due to a disability, please contact Molly Jordan, SSCC Disability Services Coordinator at 937.393.3431, Ext. 2604 or mjordan@sccc.edu.

____ **MEET WITH AN ADVISOR:** All full-time and/or degree-seeking students must meet with an advisor prior to registering for classes. Schedule an appointment with an advisor by contacting the Student Success Advising Center at 937.393.3431, Ext. 2825.

____ **REGISTER FOR CLASSES:** Visit <http://www.sccc.edu/academics/registration.shtml> for important registration deadlines for registration, including dropping/adding classes, or withdrawing if changes need to be made to your initial registration.

ONLINE COURSES: Before registering for an online course, students must read all information posted on the page on the college's website: <http://www.sccc.edu/academics/online-courses.shtml>. This page states requirements that all online students must meet, provides instructions for getting started in an online course, and offers guidelines to help students decide if online learning is right for them.

____ **ATTEND A NEW STUDENT ORIENTATION:** All first-time entering freshmen are expected to attend a new student orientation. Information about upcoming orientations will be mailed to you. The orientation provides an opportunity to pick up your student ID, purchase textbooks, and review available college services.

CHILD CARE: Child Care is available on Central and North campuses for students who need this service. Contact the Patri-tots Child Care Center for details. North Campus: 937.393.3431, Ext. 4629, Central Campus: 937.393.3431, Ext. 2629, or www.sccc.edu/services/patri-tots.shtml.

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