

Admitted to College: Now What?

Checklist to Successfully Enrolling at a College

1

ACTIVATE YOUR ONLINE STUDENT PORTAL

Timeline: Do this immediately after you've been admitted

Your college portal is where you'll register for college classes, view your schedule, view financial aid requirements and view, accept or reject financial aid. You use it a lot in college; so, activate it and become familiar with it now. You'll need your college ID number (usually on acceptance letter) to activate it. Keep track of this info!

Examples of Portal Names: University of Colorado Denver- UCDAccess; Colorado State University- RAMweb; Community College of Denver- CCD Connect; UNC--URSA

2 ACTIVATE COLLEGE EMAIL

Timeline: Do this immediately after you've been admitted

You should receive your log in information along with your portal information.

3

INSTITUTIONAL SCHOLARSHIPS

Timeline: After you've been accepted to March 1st

Institutional scholarships are scholarships offered at your college. Deadlines vary between Feb. 15th to March 1st. Research your top colleges and make sure you apply by the deadline. You can do these scholarships every year.

4

FAFSA & COF

Timeline: FAFSA opens Oct. 1st!

By now, FAFSA should be complete (visit the Future Center if you still need assistance). Remember to complete FAFSA once it opens each year on Oct. 1st. *Undocumented/DACA students should speak with their Future Center College Advisor before applying.*

College Opportunity Fund (COF) is a discount/stipend on tuition for Colorado residents attending Colorado universities/colleges. You only need to apply once (<https://cof.college-assist.org/Apply>), but you must "authorize" the college to use COF on your behalf via your portal. Make sure to authorize it or you'll lose this stipend of \$2,000+ (free money) per year!

5 VERIFICATION/FINANCIAL AID REQUIREMENTS

Timeline: Do this immediately after you've been admitted

VERY IMPORTANT

On your college portal, **locate the "financial aid" section**. Then find the "eligibility/student requirements/to-do list" section" (they have different names depending on the school). Select the school year that you'll be attending and view the requirements if applicable. If you have requirements this called being selected for "verification."

If you have requirements, complete them ASAP. You will **NOT** be offered financial aid until you complete the requirements. This is one of the most important steps that students forget to complete. Remember to check your requirements section frequently. Even if you don't have requirements now, the college may add them later!

Common types of Verification:

1. Requesting a parent tax return transcript (<https://www.irs.gov/individuals/get-transcript>)
2. Household verification form

For your top 2-3 colleges, repeat this process of checking for verification to receive financial aid from multiple college. The Future Center can assist you with this process; so, stop by if you need assistance locating requirements or submitting documents.

6 REVIEW FINANCIAL AID AWARD LETTERS

Timeline: Spring Semester

After you submit verification documents (see Step 5), colleges will offer you financial aid award letters. You can access it on your college portal. Visit the Future Center for assistance interpreting your award letter. *Most students decide where they'll attend college based on the award letter & who's offering the best financial package.* So, wait until you receive this before making your decision. Don't forget to constantly apply to scholarships to supplement the award letter.

More Steps on Back 

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7 CONFIRM DECISION & PAY ENROLLMENT DEPOSIT

Timeline: Late Spring

After you've made your decision, "confirm" with the college that you'll be attending. National Decision Day is May 1st. Many colleges require an "enrollment deposit" to save your spot. This can be \$100-\$500. If you can't afford to pay, contact the college to defer it to your tuition or to find out your options. Stop by the Future Center for assistance.

SUBMIT IMMUNIZATION RECORDS

11

Timeline: Late Spring/Summer

Get your immunization records and submit them to your college. You can submit them when you attend orientation. ***Note: If your college requires health insurance, you can get it waived if you already are covered under a plan. Otherwise you may be charged for the college's more expensive plan. ***

8 APPLY FOR HOUSING

Timeline: Spring

Housing fills up quickly. Once you make your decision, sign up for housing if applicable. Most colleges will have a housing deposit. If you can't afford the deposit, you can call and ask them to defer it to your tuition or set up a payment plan. Visit the Future Center for assistance.

SUBMIT FINAL HIGH SCHOOL TRANSCRIPT

Timeline: Summer

12

During senior checkout, your high school should have a process for requesting your FINAL high school transcript. Once final transcripts are complete (around June), your high school will send this to the college. Colleges require final high school transcripts; so, make sure to submit this request!

9 REQUEST COLLEGE TRANSCRIPTS (If Applicable)

Timeline: Late Spring/Summer (when classes officially end)

If you've taken concurrent enrollment courses, you'll need to request your official transcripts from the college through which the course was taken to earn credit. These transcripts cost between \$3-12. Have a credit card ready.

YOU MADE IT! ATTEND COLLEGE!

If you've completed Steps 1-12, you're on your way to attending college!

Tips for in college:

1. Find and join **Student Support Service Programs**: this will help you with tutoring and feeling connected at college.
2. Join clubs, activities and other support programs to feel connected at a university.
3. Balance your time: enjoy yourself, but remember to study. Your first priority is your education and if you fail too many classes you can be put on academic probation, lose your financial aid and even dismissed from your institution.
4. Ask for Help: go to your professor's office hours, attend study groups with peers, sign up for tutoring and other support programs. If you do this early in the semester instead of waiting until you fall behind...
5. If you're away from home and struggling, don't leave! Give college at least 1 year before deciding to leave. Make sure to get involved.
6. Make sure you're taking the correct courses. Speak with your academic advisor.

10 SIGN UP FOR & ATTEND ORIENTATION

Timeline: Late Spring/Summer

Before you can select register for classes, you'll need to attend orientation. You'll learn more about the college resources, meet with an academic advisor and register for classes.