



# COLLEGE ENROLLMENT CHECKLIST

## Morrisville State College

This checklist will provide you with all the steps you'll need to take to successfully enroll in college. As you complete each task in the sections below, mark it completed using the checkbox, to keep yourself on track. In addition to using this guide, make sure that you regularly check your mail, college email address, and college school portal account over the summer.

### Morrisville State College Resources

Check out Morrisville's Accepted Students Next Steps:  
<http://www.morrisville.edu/admissions/nextsteps.aspx>.

## ADMISSIONS AND COMMITMENT FEE

<input type="checkbox"/> <b>Confirm Admissions</b> You will receive notification of admissions four to six weeks after you submit your application. Applications are reviewed on a rolling basis.	<b>Contact Info</b> Office of Admissions 315.684.6046 <a href="mailto:admissions@morrisville.edu">admissions@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Commitment Fee/Deposit</b> Once you are accepted to Morrisville State College, you are required to submit a \$200 advance deposit. \$100 of the deposit will be applied towards guaranteeing your place in your chosen academic program and \$100 will be used to reserve your space in the residence halls. For EOP students, this fee is deferred until fall tuition is due.	<b>Contact Info</b> Office of Admissions 315.684.6046 <a href="mailto:admissions@morrisville.edu">admissions@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Set Up Email</b> All Morrisville State College students, use Web for Students to get their email login information. Web for Students requires you to input their Morrisville I.D. and PIN provided to you in your acceptance packet. For more information see <a href="http://www.morrisville.edu/blackboard/mathplacement.aspx">http://www.morrisville.edu/blackboard/mathplacement.aspx</a>	<b>Contact Info</b> Office of the Registrar 315.684.6066 <a href="mailto:registrar@morrisville.edu">registrar@morrisville.edu</a>	Deadline/Notes

## TESTING

<input type="checkbox"/> <b>Take Placement Exams</b> All incoming freshman and transfer students are required to take Morrisville's Math Placement Exam. You will only be allowed access to the test if your admissions deposit is paid. For more information go to <a href="http://www.morrisville.edu/blackboard/mathplacement.aspx">http://www.morrisville.edu/blackboard/mathplacement.aspx</a> .	<b>Contact Info</b> Office of Admissions 315.684.6046 <a href="mailto:admissions@morrisville.edu">admissions@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Review Test Scores and Enroll in Summer Workshops (if necessary)</b> You will immediately receive your score after you submit the test online. You can take the test twice. The highest score of your two test will be used.	<b>Contact Info</b> Office of Admissions 315.684.6046 <a href="mailto:admissions@morrisville.edu">admissions@morrisville.edu</a>	Deadline/Notes



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### SPECIAL OPPORTUNITY PROGRAMS

<input type="checkbox"/> <b>Submit Forms and Attend Orientation/ Summer Programs</b> If you were accepted to the EOP program, you need to call them to make sure that you do not need to provide any additional information and to find out when the summer program begins. See <a href="http://www.morrisville.edu/eop/">http://www.morrisville.edu/eop/</a> for additional information.	<b>Contact Info</b> Marquis L. Bennett Director of EOP & Special Programs 315.684.6075 <a href="mailto:bennetml@morrisville.edu">bennetml@morrisville.edu</a>	Deadline/Notes
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### FINANCIAL AID

<input type="checkbox"/> <b>Accept Financial Aid/ Set Up Payment Plan</b> If you have loans or additional scholarships, you will need to accept your financial aid package online. See <a href="http://www.morrisville.edu/financial_aid/">http://www.morrisville.edu/financial_aid/</a> for additional information. If you are not sure if you need to accept financial aid, or if you believe that there is a mistake with your financial aid, contact Financial Aid as soon as possible.	<b>Contact Info</b> Office of Financial Aid 315.684.6289 <a href="mailto:finaid@morrisville.edu">finaid@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Complete Entrance Counseling/ Sign MPN</b> If you are taking out any federal loans for college, you will need to complete entrance counseling and sign your Master Promissory Note (MPN) before their loans are disbursed. Entrance counseling and signing the MPN can be completed at <a href="http://www.studentloans.gov">www.studentloans.gov</a> .	<b>Contact Info</b> Office of Financial Aid 315.684.6289 <a href="mailto:finaid@morrisville.edu">finaid@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Check for Verification</b> You may be required to provide additional documents in order to verify your FAFSA. Log into your Web for Students account and click on Financial Aid. There, you will be able to check for any unsatisfied requirements. Log into your FAFSA to use the IRS link to transfer your family's updated tax forms. See <a href="http://www.morrisville.edu/financial_aid/">http://www.morrisville.edu/financial_aid/</a> for more information and for downloadable forms.	<b>Contact Info</b>	Deadline/Notes

### ORIENTATION/ CLASS REGISTRATION

<input type="checkbox"/> <b>Submit Immunization Records and High School Diploma</b> Present your original high school diploma to the Admissions Office as soon as possible. Immunization records must be submitted to the Student Health Center. You won't be able to register or access your class schedule until you submit these forms. See <a href="http://www.morrisville.edu/health_center/">http://www.morrisville.edu/health_center/</a> for more information.	<b>Contact Info</b> Health Center 315.684.6078	Deadline/Notes
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<input type="checkbox"/> <b>Sign Up for Orientation</b> Accepted student days take place during the summer and are a great time to finalize financial aid and review course schedules. See <a href="http://www.morrisville.edu/admissions/acceptedstudentdays.aspx">http://www.morrisville.edu/admissions/acceptedstudentdays.aspx</a> for orientation dates and other information.	<b>Contact Info</b> Office of Admissions 315.684.6046 <a href="mailto:admissions@morrisville.edu">admissions@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Register for Classes</b> You will be able to learn more about your schedule at the Accepted Students Day.	<b>Contact Info</b> Office of Admissions 315.684.6046 <a href="mailto:admissions@morrisville.edu">admissions@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Follow-Up on Individual Education Plan</b> If you had an individualized education plan (IEP) in high school, you should schedule an appointment with the Office of Disability Services to determine what supports are available at Morrisville State College. Please see <a href="http://www.morrisville.edu/disabilityservices/">http://www.morrisville.edu/disabilityservices/</a> for more information.	<b>Contact Info</b> Disability Services 315.684.6349	Deadline/Notes

## HOUSING FORMS

<input type="checkbox"/> <b>Housing Deposit</b> Half of the \$200.00 commitment deposit that you pay to Morrisville is used to secure your spot for housing. See <a href="http://www.morrisville.edu/studenthousing/">http://www.morrisville.edu/studenthousing/</a> for more information.	<b>Contact Info</b> Office of Residence Life 315.684.6043 <a href="mailto:reslife@morrisville.edu">reslife@morrisville.edu</a>	Deadline/Notes
<input type="checkbox"/> <b>Submit Housing Forms</b> Your housing and roommate information can be accessed through Web for Students. Housing assignments will begin after June 1. For more information see <a href="http://www.morrisville.edu/studenthousing/">http://www.morrisville.edu/studenthousing/</a>	<b>Contact Info</b> Office of Residence Life 315.684.6043 <a href="mailto:reslife@morrisville.edu">reslife@morrisville.edu</a>	Deadline/Notes

## FIRST DAY OF CLASS

<input type="checkbox"/> <b>Confirm First Day of Class</b> The first day of class is in late August. Take a look at the academic calendar for other important dates: <a href="https://www.morrisville.edu/calendar/index.aspx?cal=1&amp;view=week&amp;date=5/1/2017">https://www.morrisville.edu/calendar/index.aspx?cal=1&amp;view=week&amp;date=5/1/2017</a>	<b>Contact Info</b>	Deadline/Notes
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### SPONSORS:

BOTTOM LINE	COLLEGE BOUND INITIATIVE	COLLEGE NOW
GODDARD RIVERSIDE COMMUNITY CENTER	GRADUATE NYC!	IMENTOR
LINCT FOR SUCCESS	NEW SETTLEMENT APARTMENTS	THE URBAN ASSEMBLY