



COLLEGE ENROLLMENT CHECKLIST

SUNY Onondaga Community 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.

SUNY Onondaga Community College Resources

For more information on steps to follow after acceptance to the college, check out the *New Student Checklist* at:

<http://www.sunyocc.edu/index.aspx?menu=801&id=2754>.

ADMISSIONS AND COMMITMENT FEE

<input type="checkbox"/> Confirm Admissions You can check your application status by visiting: http://www.sunyocc.edu/index.aspx?collgrid=470&id=25249 .	Contact Info 315.498.2221	Deadline/Notes
<input type="checkbox"/> Set Up Email You should set up your campus email as soon as possible since Onondaga may be sending you important information. Check this account daily for more information: http://students.sunyocc.edu/index.aspx?id=11318	Contact Info 315.498.2688 helpdesk@sunyocc.edu	Deadline/Notes

TESTING

<input type="checkbox"/> Take Placement Exams Placement testing is required for all students entering SUNY Onondaga. Exemptions are made in specific subject areas for students that meet the criteria. Tests are administered by the school on a walk-in basis. For more information, please visit http://www.sunyocc.edu/index.aspx?menu=779&id=2054 .	Contact Info Testing Services 315.498.2000 testingservices@sunyocc.edu	Deadline/Notes
--	---	----------------

SPECIAL OPPORTUNITY PROGRAMS

<input type="checkbox"/> Submit Forms and Attend Orientation/ Summer Programs If you were accepted to the Educational Opportunity 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. For more information, see http://www.sunyocc.edu/index.aspx?menu=386&id=34223	Contact Info 315.498.2428	Deadline/Notes
---	-------------------------------------	----------------



COLLEGE ENROLLMENT CHECKLIST

SUNY Onondaga Community College

FINANCIAL AID

<input type="checkbox"/> Accept Financial Aid/ Set Up Payment Plan If you have loans or additional scholarships, you may need to accept your financial aid package online. See http://www.sunyocc.edu/index.aspx?menu=386&id=34223 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, go to the Office of Student Financial Services as soon as possible.	Contact Info 315.498.2291 faoinfo@sunyocc.edu	Deadline/Notes
<input type="checkbox"/> Complete Entrance Counseling/ Sign MPN 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 www.studentloans.gov .	Contact Info 315.498.2291 faoinfo@sunyocc.edu	Deadline/Notes
<input type="checkbox"/> Check for Verification SUNY Onondaga may email you a verification form to verify the information from your FAFSA. Complete the verification form and also log into your FAFSA to use the IRS link to transfer your family's updated tax forms. If it doesn't work online you you will need to request a copy of your tax transcript at www.irs.gov . See http://admission.sunyocc.edu/paying.aspx?menu=788&id=35359 for more information and for downloadable forms.	Contact Info 315.498.2291 faoinfo@sunyocc.edu	Deadline/Notes
<input type="checkbox"/> Complete Residency Form You may need to provide the school with a certificate of residency to receive in-state tuition. For additional information, see: http://www.sunyocc.edu/index.aspx?menu=788&id=17796	Contact Info Student Accounts Office 315.498.2367 studentaccounts@sunyocc.edu	Deadline/Notes

ORIENTATION/ CLASS REGISTRATION

<input type="checkbox"/> Submit Immunization Records and High School Diploma Present your original high school diploma to the Admissions Office as soon as possible. Obtain clearance from the college nurse by submitting a record of immunization to Measles, Mumps and Rubella. Immunization records are required prior to placement testing. For more information, see http://www.sunyocc.edu/index.aspx?menu=801&id=1068	Contact Info 315.498.2000 j.a.white2@sunyocc.edu	Deadline/Notes
<input type="checkbox"/> Sign Up for Orientation Watch for your invitation to register for orientation where you will: 1. Complete your enrollment tasks; 2. See an advisor; and 3. Register for classes. You must complete your placement testing and your immunization requirements before you can receive your invitation to orientation. For more information, see http://students.sunyocc.edu/index.aspx?menu=838&id=28422	Contact Info 315.498.2904 connectocc@sunyocc.edu	Deadline/Notes



COLLEGE ENROLLMENT CHECKLIST

SUNY Onondaga Community College

<input type="checkbox"/>	Register for Classes You will register for classes during orientation. See http://www.sunyocc.edu/index.aspx?menu=990&id=4594	Contact Info 315.498.2904 occinfo@sunyocc.edu	Deadline/Notes
<input type="checkbox"/>	Follow-Up on Individual Education Plan If you had an individualized education plan (IEP) in high school, you should schedule an appointment with the Disability Service Office to determine what supports are available at SUNY Onondaga. See http://www.sunyocc.edu/index.aspx?menu=786&id=1780 for more information.	Contact Info 315.498.2245	Deadline/Notes

HOUSING FORMS

<input type="checkbox"/>	Housing Deposit Before you can get your dorm assignment, you may need to complete a housing deposit (often paid when the tuition deposit is due) and a housing application filled out. For more information, see http://www.sunyocc.edu/index.aspx?menu=926&id=1798	Contact Info 315.498.2351 studentcentral@sunyocc.edu	Deadline/Notes
--------------------------	--	---	----------------

FIRST DAY OF CLASS

<input type="checkbox"/>	Confirm First Day of Class The first day of class is in late August. Take a look at the academic calendar: http://students.sunyocc.edu/index.aspx?menu=784&id=39333	Contact Info	Deadline/Notes
--------------------------	--	---------------------	----------------

SPONSORS:

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

