



COLLEGE ENROLLMENT CHECKLIST

SUNY Purchase 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 Purchase College

For additional information, check out:
<https://www.purchase.edu/admissions/accept-ed-students/>

ADMISSIONS AND COMMITMENT FEE

<input type="checkbox"/> Confirm Admissions To receive an update on your application status, contact the Admissions Office. See https://www.purchase.edu/admissions/ for more information.	Contact Info (914) 251-6300 purchaseadmissions@purchase.edu	Deadline/Notes
<input type="checkbox"/> Commitment Fee/Deposit Once you have activated your email account you can now deposit and secure your spot. <ol style="list-style-type: none"> Go to myHeliotrope Sign in using your Purchase email & password Click the New Student box Click on Pay Deposits. Please follow the prompts: <ul style="list-style-type: none"> Enrollment Deposit ONLY (\$150) Enrollment and *Housing Deposit (\$400) 	Contact Info (914) 251-6300 purchaseadmissions@purchase.edu	Deadline/Notes
<input type="checkbox"/> Set Up Email Activate your Purchase College Email aOnline Account Activation (https://apps.purchase.edu/passwordreset/default.aspx): <ol style="list-style-type: none"> Select Activate your account for the first time Agree to the Terms Enter the required information and click SUBMIT, and then Create Your Password (this will activate your account) 	Contact Info (914) 251-6300 purchaseadmissions@purchase.edu	Deadline/Notes

TESTING

<input type="checkbox"/> Take Placement Exams Students that are required to take placement testing will be notified by admissions counselors. These tests are used to determine which classes are most appropriate for your first semester of college. More information on placement testing can be found at: https://www.purchase.edu/offices/registrar/undergraduate-core-curriculum/math-fluency-and-foreign-language-placement-guidelines/index.php	Contact Info (914) 251-6361 registrar@purchase.edu	Deadline/Notes
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SPECIAL OPPORTUNITY PROGRAMS

<input type="checkbox"/> Submit Forms and Attend Orientation/ Summer Programs Once you have been accepted, you may receive emails or letters about orientations for EOP a program that can provide critical financial academic support. Keep an eye out for any invitations and contact the EOP office if you have any questions. For more information, see https://www.purchase.edu/offices/eopmap/	Contact Info (914) 251-6520 eop@purchase.edu	Deadline/Notes
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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. For additional information, see https://www.purchase.edu/offices/student-financial-services/ . 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 Financial Aid as soon as possible.	Contact Info (914) 251-7000 option 2 financialservices@purchase.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 your loans are disbursed. Entrance counseling and signing the MPN can be completed at www.studentloans.gov .	Contact Info (914) 251-7000 option 2 financialservices@purchase.edu	Deadline/Notes
<input type="checkbox"/> Check for Verification SUNY Sullivan 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 https://www.purchase.edu/offices/student-financial-services/ for more information and for downloadable forms.	Contact Info (914) 251-7000 option 2 financialservices@purchase.edu	Deadline/Notes
<input type="checkbox"/> Complete Residency Form For students who are attending a SUNY college, they may need to provide the school with a certificate of residency to receive in state tuition. For more information, see https://www.purchase.edu/offices/student-financial-services/student-accounts-billing/new-york-state-residency/index.php	Contact Info (914) 251-7000 option 2 financialservices@purchase.edu	Deadline/Notes



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ORIENTATION/ CLASS REGISTRATION

<input type="checkbox"/> Submit Immunization Records and High School Diploma Please 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. For more information, see https://www.purchase.edu/live/blurbs/1247-mandatory-immunization-requirements	Contact Info (914) 251-6380 hse@purchase.edu	Deadline/Notes
<input type="checkbox"/> Sign Up for Orientation A first-term student is required to attend a special pre-registration orientation session. For more information, see https://www.purchase.edu/offices/orientation/index.php	Contact Info 914-251-6332 SAE.Orientation@purchase.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 Office of Disability Services to determine what supports are available at SUNY Sullivan. See https://www.purchase.edu/offices/disability-resources/ for more information.	Contact Info 914-251-6035	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 questionnaire. For more information, see https://www.purchase.edu/offices/living-on-campus/index.php	Contact Info 914-251-7040	Deadline/Notes
<input type="checkbox"/> Submit Housing Forms See https://www.purchase.edu/offices/living-on-campus/index.php for more information.	Contact Info 914-251-7040	Deadline/Notes

FIRST DAY OF CLASS

<input type="checkbox"/> Confirm First Day of Class To find out the first day of class, take a look at the academic calendar: https://www.purchase.edu/offices/registrar/academic-calendar/	Contact Info	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