

# RICHARDSON ISD COLLEGE: ENROLLMENT CHECKLIST



READY >>

## 1. Look for an email from your college/university on next steps.

**What's Next?** What financial aid & scholarships am I eligible for?

### What Financial Aid & Scholarships Am I Eligible For?

- Almost every student is eligible for some type of financial aid. All students graduating from a Texas public school are required to submit a FAFSA application.
- *That might mean federal grants or loans. But even if you aren't eligible for federal aid, you may qualify for a work-study job, scholarships, emergency funds, food assistance and more.*

**Log into FAFSA & check your status.** (<https://studentaid.gov/h/apply-for-aid/fafsa>)

- How to Read a Financial Aid Award Letter: (<https://scholarships360.org/financial-aid/financial-aid-award-letter/>)

## 2. Complete Required Documents

**Important!** While you might be currently working with a college recruiter, before you can meet with your advisor or register for classes, you must first submit the following documents.

### 1. High school and/or college transcripts

- Request official high school transcripts from your previous high school using [Greenlight](#).
- If you have attended other colleges, request official transcripts from your previous college(s).
- Have documents mailed to Admissions Processing

### 2. National and TSI assessments or high school test scores

- Request high school test scores ([ACT](#), [SAT](#) or [STAAR](#)) directly from the testing agency.
- There is a new Accuplacer (another name for TSI) [Student Portal](#) that allows students to print and view their own scores.
- Submit results in-person to your college/university or mail to Admissions Processing.

### 3. Proof of meningitis vaccination

- If you are younger than 22, receive the meningitis vaccination.
- Submit in-person or electronically if the college/university can do so.

**What's Next?** After you have submitted all of your documents, be on the lookout for an email from your advisor. They will help you plan your college journey and register for classes.

**SET >>**

## 3. Attend New Student Orientation

New students should complete orientation after finishing the enrollment steps and before meeting with your assigned advisor for advising and registration.

## 4. Prepare to Register

- Explore your career pathway.
- Select your career path and program of study.

**Only for students who applied for financial aid:**

- You might be selected for financial aid verification. If selected, be sure to complete every step of the verification process.

**What's Next?** If you are unsure about what to choose for your pathway and program of study, discuss your options with your advisor.

## 5. Meet with an Advisor

You can choose the most convenient way to connect with your advisor:

- Schedule an appointment and meet your advisor on campus or by phone by making an appointment by looking at the contact information on your college/university's website.
- See if your college/university has virtual advising services.
- Drop in on an in-person advising: Visit the advising center for your college/university for drop-in help.
- If you were receiving 504 or Special Education services in high school, bring that documentation.

**What's Next?** After you have met with your advisor, make sure to create your academic plan and then register for classes. You can skip the Register step if your advisor already registered you for classes during your meeting.

**Go >>**

## 6. Register for Classes

- Once you have completed the application and advising process, you may now register for the coming semester!
- Look for when registration opens for each academic period on your college/university's website.

**What's Next?** Confirm your registration by viewing your class schedule on your college/university's platform. Also, be sure to save or print your receipt!

## 7. Pay for College

Find out when, where and how to pay by looking on your college/university's website.

- Review and accept your financial aid award.
- Payment plans could be available.
- You may be able to reserve your classes for a minimal fee.

**What's Next?** **Congratulations!** You have now completed the admissions, advising, registration and payment steps! All you have left is to get ready for your first day of classes!