RETURNING STUDENT CHECKLIST

Returning students are individuals who have attended Tri-C in the past.

Scan for interactive checklist:

Steps to Enroll

STEP 1: Apply to Tri-C® and choose your program!

(If you haven't taken courses in the past three semesters, you need to reapply)

- Find detailed instructions at **tri-c.edu/apply**
- Explore career pathways, degrees, and certificates at **tri-c.edu/programs**

STEP 2: Financial Planning

- Complete Free Application for Federal Student Aid (FAFSA) at **studentaid.gov**
- Complete scholarship application at **tri-c.edu/scholarships**
- Explore payment options at **tri-c.edu/payingforcollege**

STEP 3: Placement/Submit Transcripts

(If you've been out of high school for more than two years and haven't completed a math or English course at Tri-C or another college)

There are multiple ways students can place into English and math courses. Visit **tri-c.edu/placement** for more information.

Already sent your final high school transcripts last time you attended? ***No need to resubmit.***

STEP 4: Academic Counseling and New Student Orientation
(Optional)

- Attend New Student Orientation (virtual and in person options) **tri-c.edu/orientation**
- Schedule a counseling appointment at **tri-c.edu/counseling**

STEP 5: Register and Pay

- Register for classes via *my Tri-C space*
- Payment arrangements must be in place at the time of registration

To-Dos:

- ☑ Submit official transcripts (if needed) **tri-c.edu/transcripts**
  - Final high school/GED
  - College *(if other than Tri-C)*
- ☑ Sign in to *my Tri-C space* at **my.tri-c.edu**
- ☑ Check your Tri-C email for admission details
- ☑ Complete My Online Readiness Experience to get familiar with the online environment at **tri-c.edu/MORE**
- ☑ Purchase textbooks online or at the campus bookstore (**tri-c.edu/bookstore**)

Transcript and FAFSA Information

Where do I send my transcripts?

Cuyahoga Community College
Office of the Registrar
P.O. Box 5966
Cleveland, OH 44101-0966

Or your school can send electronically to
registraroffice@tri-c.edu

Tri-C's FAFSA School Code

003040

Cuyahoga Community College

Signing in to *my Tri-C space* for the first time

Your *my Tri-C space* account will be generated as soon as your application is processed. Here, you'll find important information regarding registration, financial aid and course planning. You can also access your student email through this portal. Check your email regularly for important updates.

1. Go to **my.tri-c.edu**.

2. Click on Password Tools and Assistance.

3. Click Change Your Password.

4. Enter your Tri-C ID (S#) and click Continue.

5. Enter your date of birth as your old password (MM/DD/YYYY format, no leading zeros for single-digit dates).

6. Create a new password, then re-enter it.

7. Click Change to go back to the login page.

8. Log in to your My Tri-C Account using your student email **S00000000@acad.tri-c.edu** and your new password.

9. This will also be your log in information to access your email inbox from your *Microsoft Office 365* card in *my Tri-C space*.

Multi-Factor Authentication

Once your password is established, you will be required to set up multi-factor authentication (MFA) to access certain Tri-C applications or tools. MFA is required by the college due to federal regulations. Read **Student MFA Enrollment** for detailed instructions, and contact the Tri-C Help Desk with any questions: 216-987-4357, **HelpDesk@tri-c.edu**.

CONTACT US!

Questions regarding admissions
  Ask a recruiter | **tri-c.edu/recruiters**

Questions regarding New Student Orientation, registration, and more
  Ask a success specialist
  tri-c.edu/studentsuccessspecialist

Questions regarding financial aid and scholarships:
  Ask a financial aid representative
  tri-c.edu/financialaid

Ask Tri-C   **tri-c.edu/ask**
Live Chat   **tri-c.edu/livechat**
Phone   216-987-6000

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