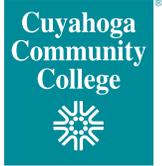


# Transfer Student Enrollment CHECKLIST

I am coming to Tri-C® from another college or university.



KEY

AT HOME:

ON CAMPUS:

## SUBMIT

Submit the items below prior to attending New Student Orientation. Complete at home or on campus.

<input type="checkbox"/> <b>Tri-C Application</b>	<p><b>Apply to Tri-C:</b> <a href="http://www.tri-c.edu/apply">www.tri-c.edu/apply</a>. Once your application is processed, you will receive an email notification and an acceptance letter via U.S. Mail with your Tri-C student ID number.</p>									
<input type="checkbox"/> <b>FAFSA</b>	<p>Complete the Free Application for Federal Student Aid (FAFSA) even if you don't plan to use financial aid. It's required for scholarships and tuition incentive programs. <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>  <b>School code: 003040</b></p>									
<input type="checkbox"/> <b>Transcripts</b>	<p>Submit official* transcripts from any college or university you have attended.          *An official transcript must have been printed within the past year and must be sent directly from the institution in a sealed envelope marked "official."          - Official transcripts can be hand-delivered to any campus Enrollment Center as long as the transcript is in a sealed envelope.          - Faxed transcripts are not accepted.</p> <p>Send transcripts to: Cuyahoga Community College          Office of the Registrar          P.O. Box 5966          Cleveland, OH 44101-0966</p>									
<input type="checkbox"/> <b>ACT/SAT Scores</b>	<p>You are exempt from placement testing if you have completed college-level courses equivalent to Tri-C's math and English courses (as determined by an official credit evaluation) or if you have earned qualifying ACT or SAT scores within the past two years. See <a href="http://www.tri-c.edu/testing">www.tri-c.edu/testing</a> for submission instructions.          See <i>chart for eligible test scores.</i></p> <table border="1" data-bbox="1130 1163 1503 1335"> <thead> <tr> <th></th> <th>Math</th> <th>English</th> </tr> </thead> <tbody> <tr> <th>ACT</th> <td>21+</td> <td>18+</td> </tr> <tr> <th>SAT</th> <td>520+</td> <td>430+</td> </tr> </tbody> </table>		Math	English	ACT	21+	18+	SAT	520+	430+
	Math	English								
ACT	21+	18+								
SAT	520+	430+								

## PREPARE

Take the steps below to prepare for enrollment. Complete them at home or on campus.

<input type="checkbox"/> <b>my Tri-C space</b>	<p>Now that you've been accepted, log in to <i>my Tri-C space</i> (<a href="http://my.tri-c.edu">http://my.tri-c.edu</a>).          See <i>instructions on reverse or watch the New Student Review.</i></p>
<input type="checkbox"/> <b>Financial Planning</b>	<p>Click the <b>Paying for College</b> tab in <i>my Tri-C space</i> under <b>Financial Aid</b> to review financial requirements, apply for scholarships and discover alternative ways to pay. Submit documents early and on time!  <b>Important Dates:</b> <a href="http://www.tri-c.edu/financialdates">www.tri-c.edu/financialdates</a>   <b>Scholarships:</b> <a href="http://www.tri-c.edu/scholarships">www.tri-c.edu/scholarships</a></p>
<input type="checkbox"/> <b>Prepare for Online Coursework</b>	<p>Participate in <b>My Online Readiness Experience</b> to prepare you for success in the classroom and in Tri-C's online learning environment. Click on the <b>New Student</b> tab on <i>my Tri-C space</i> and go to the <b>Prepare for Enrollment</b> section.</p>

(continued on back)

# ATTEND

These are the final steps to becoming a Tri-C student! You must come to campus to complete them.

<p><input type="checkbox"/> <b>Meet with a Counselor</b></p> 	<p>Call your campus Counseling Office at 216-987-6000 (Option 4) to schedule an appointment. For your convenience, you can also make an appointment online: go to the <b>Student</b> tab in <i>my Tri-C space</i> and click the <b>Counseling</b> button.</p> <p>Depending on your status, you may need to take the placement test(s) before you register. Contact Counseling to determine if testing is necessary and make an appointment for advising.</p> <p>Visit <a href="http://www.tri-c.edu/counseling">www.tri-c.edu/counseling</a> for more information.</p>
<p><input type="checkbox"/> <b>Register and Pay</b></p> 	<p>Register for classes on the <b>Registration</b> tab in <i>my Tri-C space</i> (<a href="http://my.tri-c.edu">my.tri-c.edu</a>) or in person at a campus Enrollment Center. You must be prepared to pay or have financial aid requirements completed. <a href="http://www.tri-c.edu/payingforcollege">www.tri-c.edu/payingforcollege</a></p>

## Signing in to my Tri-C space

Sign in to *my Tri-C space*. As soon as your application is processed, the College will generate your *my Tri-C space* account. Here, you will obtain important information regarding registration, financial aid and course planning. You can also access your student email through *my Tri-C space*. Check your email regularly for important updates.

1. Go to <http://my.tri-c.edu>
2. Click "Change Your Password" to create a password.
3. Enter your Tri-C ID (S#) and click "Continue."
4. Enter your date of birth as your old password.  
Enter in m/d/yyyy format with no leading zeros.
5. Create a new password. Re-enter the password.
6. Click the Change button. You will be redirected to the *my Tri-C space* login page.
7. Log in using your Tri-C ID and the password you just created.  
(You will need to create a new password every 120 days.)

## QUESTIONS? Contact us!

### *On a mobile device or computer:*

**Ask Tri-C** [www.tri-c.edu/ask](http://www.tri-c.edu/ask)

**Live Chat** [www.tri-c.edu/livechat](http://www.tri-c.edu/livechat)

### *By phone:*

216-987-6000

### *Ask a student success specialist:*

[www.tri-c.edu/studentsuccessspecialist](http://www.tri-c.edu/studentsuccessspecialist)

### *Ask a recruiter:*

[www.tri-c.edu/recruiters](http://www.tri-c.edu/recruiters)

