New Student Enrollment
CHECKLIST

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

- **Tri-C Application**
  Apply to Tri-C: [www.tri-c.edu/apply](http://www.tri-c.edu/apply). 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.

- **FAFSA**
  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. [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
  School code: 003040

- **Transcripts**
  Submit your official high school transcript (with graduation year) or GED transcript. Physical copies must be sealed in their original envelopes and printed within the year.
  Transcripts must be received prior to receiving financial aid.
  Send transcripts to: Cuyahoga Community College
  Office of the Registrar
  P.O. Box 5966
  Cleveland OH 44101-0966

- **ACT/SAT Scores**
  If you've taken the ACT or SAT, submit your test scores. Test scores are valid for two years. See [www.tri-c.edu/testing](http://www.tri-c.edu/testing) for submission instructions.
  See chart for eligible test scores.

<table>
<thead>
<tr>
<th>Test</th>
<th>Math</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT</td>
<td>21+</td>
<td>18+</td>
</tr>
<tr>
<td>SAT</td>
<td>520+</td>
<td>430+</td>
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</tbody>
</table>

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

- **my Tri-C space**
  Now that you've been accepted, log in to [my Tri-C space](http://my.tri-c.edu) (http://my.tri-c.edu).
  See instructions on reverse or watch the New Student Review.

- **New Student Review**
  Watch the interactive New Student Review to assist you in navigating the enrollment process.
  It's available in my Tri-C space: [www.tri-c.edu/newstudentreview](http://www.tri-c.edu/newstudentreview). Go to the New Student tab and click “New Student Review” under the Prepare for Enrollment section.

- **Financial Planning**
  Click the Paying for College tab on my Tri-C space under Financial Aid to review financial requirements, apply for scholarships and discover alternative ways to pay. Submit documents early and on time!
  Important Dates: [www.tri-c.edu/financialdates](http://www.tri-c.edu/financialdates) | Scholarships: [www.tri-c.edu/scholarships](http://www.tri-c.edu/scholarships)

- **Study for Math and English Tests**
  Click on the New Student tab and go to the Prepare for Enrollment section. There, you will find online materials to help prepare you for math and English placement tests and online courses. English prep is mandatory.

- **Prepare for Online Coursework**
  Participate in My Online Readiness Experience to prepare you for success in the classroom and in Tri-C's online learning environment. Click on the New Student tab on my Tri-C space and go to the Prepare for Enrollment section. [www.tri-c.edu/MORE](http://www.tri-c.edu/MORE)

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

| ❏ Placement Test | If you do not have eligible ACT or SAT scores or their equivalent, you must take Tri-C's placement test. You will need to show a photo ID and have your Tri-C student number. [www.tri-c.edu/testing](http://www.tri-c.edu/testing) |
| ❏ New Student Orientation | New Student Orientation is required. Sign up for orientation by visiting your campus Counseling Center or calling 216-987-6000 (Option 4). Press 2 to set up New Student Orientation. Test scores must be on file prior to registering. At Orientation, you will:  
  • Meet with a Tri-C Counselor  
  • Discuss your major and course selection  
  • Learn about college resources  
  • Receive your student ID |
| ❏ Register and Pay | You will register for classes at New Student Orientation. You must be prepared to pay or have financial aid requirements completed. [www.tri-c.edu/payingforcollege](http://www.tri-c.edu/payingforcollege) |

**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](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. Login 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)