First Time In College Enrollment Checklist
Please read all of the information carefully before you apply for admission.

STEP 1: APPLY FOR ADMISSIONS
http://www.applytexas.org

Once application is processed you will receive 2 emails – One from ApplyTexas and one from Alamo Colleges. The first Alamo Colleges email will include instructions and information for ACES and AlamoENROLL Start Here tab.

Please allow 5 business days for application processing

STEP 2: APPLY FOR FINANCIAL AID
Complete your Free Online Financial Aid Application at: fafsa.ed.gov/ Go to Financing Your Future for more information on how to pay for your college education. Financial Aid requires a Social Security number on the ApplyTexas application.

For Alamo Colleges financial aid information on how to apply, school codes, deadline dates and processing info go to: alamo.edu/district/financial-aid

Apply for an Alamo Colleges Foundation Scholarship at: alamo.edu/foundation/scholarships

*Application processing time is dependent on volume of applications received. Check the financial aid website for details.*

STEP 3: SUBMIT OFFICIAL TRANSCRIPTS
Prior to Graduation: High school seniors must submit an official 6 semester transcript

After Graduation: High School graduates must submit an official transcript with TEST SCORES and GRADUATION DATE to your Alamo Colleges Enrollment Services/Admissions & Records Office

Official high school transcript must be sealed or sent electronically by the high school.

GED graduates must submit an official GED Certificate with scores from Texas Education Agency (TEA) to your Alamo Colleges Enrollment Services/Admissions & Records Office

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<tr>
<th>Northeast Lakeview College</th>
<th>Northwest Vista College</th>
<th>Palo Alto College</th>
<th>St. Philip's College</th>
<th>San Antonio College</th>
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<tbody>
<tr>
<td>1201 Kitty Hawk Rd. STCM - 101 Universal City, TX 78148</td>
<td>3535 N. Ellison Dr. CCC - 100 San Antonio, TX, 78251</td>
<td>1400 W. Villaret PC-117 San Antonio, TX 78224</td>
<td>1801 M.L. King Dr. WEC 203 San Antonio, TX 78203</td>
<td>1300 San Pedro FAC 216 San Antonio, TX 78212</td>
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<tr>
<td>Greater Kerrville Center</td>
<td>Central Texas Technology Center</td>
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<tr>
<td>1012 Barnett St. Kerrville, TX 78028</td>
<td>2189 FM 758 New Braunfels, TX 78130</td>
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STEP 4: BACTERIAL MENINGITIS VACCINATION

Beginning September 15, 2014, Alamo Colleges will be using Magnus Health to collect and process student bacterial meningitis information. Magnus Health is a secure and easy-to-use website for submitting bacterial meningitis documentation.

Texas state law requires entering students under 22 years of age show evidence of receiving a bacterial meningitis vaccination or booster dose during the five year period prior to enrollment. The law allows for few exceptions.

For information and instructions on submitting your documentation visit the Bacterial Meningitis Requirements at alamo.edu/meningitis/

STEP 5: LOGIN TO ACES ACCOUNT/ COMPLETE ALAMO ENROLL REQUIREMENTS

Once you have received your letter from Alamo Colleges with your ACES information go to aces.alamo.edu/ and click on ‘How do I get my username and password?’

➢ Login to ACES and find the Start Here tab
➢ Click on each ENROLL button to access the Go FAARR and Test Prep modules to begin the AlamoENROLL requirements

In order to take the TSI with Alamo Colleges you must complete the GO FAARR and TEST PREP Modules

STEP 6: TAKE ASSESSMENT TEST (TSI) (if applicable)

Central Texas Technology Center Testing Times
Mon—Thu 8:30 A.M.; Also on Wed 3:00 P.M.—No appointment necessary

$32 for the entire test or $12 each part or for retest (exact amount please); or you may pay online with a debit or credit card.

STEP 7: COMPLETE REFRESHER COURSE(S) IF APPLICABLE

Students who score below college readiness in math, reading and/or writing will be required to enroll in a Refresher course(s). Refresher courses provide a student with a second opportunity to improve their course placement.

Students will be scheduled for a Refresher course(s) during post-assessment advising

You may obtain additional information about the Refreshers at:
http://mywebdev.alamo.edu/main.aspx?id=36106

STEP 8: ADVISING

CENTRAL TEXAS TECHNOLOGY CENTER FOR ADVISING APPOINTMENT

Janice Roth- Phone: 830-609-2100; email: croth5@alamo.edu
STEP 9: REGISTER FOR CLASSES

Choose the college of your choice for your Registration process

- Northeast Lakeview College
- Northwest Vista College
- Palo Alto College
- San Antonio College
- St. Philip’s College

STEP 10: PAY FOR CLASSES

View your Account Summary through ACES / MyPage Tab / My Account

  *Tuition bills will not be mailed*

Payment Options

- Financial Aid Award
- Installment payments
- Credit card or check must be made online through your ACES account
- Cash payments can be made in person with the Bursar / Business Office at your college

Payment in full or by installments must be made by the payment deadlines or you will be dropped from your classes

STEP 11: SMART START FIRST DAY COUNTS

There is a connection between attendance, classroom participation and good grades. Your first week of class, especially the first day provides you with important information for the rest of the semester. The Alamo Colleges requires regular and punctual attendance in all classes. Your absences are recorded immediately.

*If you DO NOT attend on the FIRST DAY of each class in which you are enrolled, you will be DROPPED from the class*