



Enrollmat Checklist: First Time in College, College Transfer, and Former Students

- Explore the AlamoINSTITUTES and Your Pre-Major with NLC!**
<https://alamo.edu/enroll/explore>
Explore your pre-major and the AlamoINSTITUTES before you apply. Once you apply, we can help you identify your career pathway!
- Complete Your Admission Application at ApplyTexas.org**
www.applytexas.org
Allow 5 business days for processing. Once your application has processed, you will receive two emails – a confirmation email from the ApplyTexas and an Alamo College email with instructions on accessing your student website portal named ACES.
- Submit Official High School/College Transcripts, or GED Test Scores**
Official documents should be submitted to the Admissions and Records office of Northeast Lakeview College. Official PDF/electronic transcripts must be emailed directly from the former institution or transcript vendor to Northeast Lakeview College at nlc-admissions@alamo.edu. Paper transcripts must be submitted in their original, sealed envelope by mail to Northeast Lakeview College, Admissions and Records - STCM Rm 114, 1201 Kitty Hawk Rd, Universal City, TX 78148.
- Submit your FAFSA application at FAFSA.gov**
We highly encourage each student to submit a Free Application for Federal Student Aid (FAFSA) online at <https://studentaid.gov/h/apply-for-aid/fafsa>. Allow a minimum of 6-8 weeks for financial aid processing. For more information, please visit www.alamo.edu/district/financial-aid for Priority Dates and Deadlines. For direct Financial Aid questions contact dst-sfs@alamo.edu.

Fall Priority Deadline: May 1st Spring Priority Deadline: November 1st NLC Federal School Code: 042636
- Login to ACES Account**
<http://aces.alamo.edu>
Click the “Get My ACES Username” link and follow the instructions to set up your password for the first time. If you need assistance logging in, please call the Help Desk at (210) 485-0555.
 - Activate your NAVIGATE Checklist**
Open the Start Here tab, then click on “NAVIGATE” to access your checklist for enrollment. This personalized checklist will help you track your next steps before you get registered.
 - Complete the AlamoENROLL Modules requirement**
The Go FAARR module is required for all new students and the Test Prep module is required for all students who are required to take the TSI placement exam. After you activate your NAVIGATE checklist, click on your Go FAARR and Test Prep Modules. Click the “Enroll” and then the “incomplete” link to complete the modules.
 - Upload Bacterial Meningitis Documentation (Students under 22)**
Upload your documentation by clicking the “Start Here” tab and then clicking the “Submit Documents” link under the Bacterial Meningitis tab. **There is a \$10.50 Magnus Health processing fee.** Please allow 7-10 business days for processing.
- Take the TSI College Readiness Test, If Applicable**
<https://www.alamo.edu/nlc/admissions--aid/assessment-center/>
For more information on how to take TSI from home, please visit website above or email at nlc-assessment@alamo.edu.
 - Take a refresher course in English and/or Math, if required**
Students who do not place college level will be required to take a refresher course before registering for classes. Refresher courses save time, money, and offer the opportunity to move into a higher-level developmental or a college-level courses in English or Math. Refresher courses are free.
- Register for Classes by Attending Orientation**
 - New Student Orientation:** All students with 0-12 college credit hours must attend the New Student Orientation (NSO). You can sign up online at www.alamo.edu/nlc/NSO. NSO is required for first time in college students.
 - Transfer/Returning Student Orientation:** College transfer and/or returning students with 13-45 college credit hours must sign up for the Transfer/Returning Orientation. You can sign up online at www.alamo.edu/nlc/NSO.
 - Transient students do not need Orientation:** Transient students are typically students taking classes for one semester on our campus and their home campus is a different institution. Transient students are not financial aid eligible. If registration ready, contact nlc-advising@alamo.edu.

Additional Resources

Northeast Lakeview College Recruitment Center

The Recruitment Center serves all new, returning, and transfer students with the enrollment process.

Reach out to the Recruitment Center for help with:

- Completing the ApplyTexas application for admission.
- Setting up NAVIGATE to start completing the enrollment steps.
- Virtual tour available at <https://www.alamo.edu/nlc/admissions-aid/outreach-andrecruitment/visit-our-campus/>.

Student Commons (STCM) Building, Rm 218
(210) 588-1820
nlc-recruitment@alamo.edu

Disability Support Services (DSS)

Student Commons Building, Rm 210
(210) 486-5179, (210) 486-5487
nlc-dsscounsel@alamo.edu

Veterans Center (VA)

Student Commons Building, Rm 111
(210) 486-5827
nlc-va@alamo.edu

Financial Aid Office

Student Commons Building, Rm 102
(210) 212-5266
dst-sfs@alamo.edu

Business Office

Student Commons Building, Rm 103
(210) 486-5430

Parking Information

When visiting NLC, visitors may park in any "Student" parking or open lot, without a parking permit.

