



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



Explore the AlamoInstitutes and Your Pre-Major with NLC!

www.alamo.edu/enroll/explore

Explore your pre-major and the NLC institutes 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 Apply Texas 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 at Northeast Lakeview College in a sealed envelope by person or by mail at Northeast Lakeview College, Admissions and Records - STCM Rm 101, 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 www.fafsa.ed.gov. Allow a minimum of 6-8 weeks for financial aid processing. For more information, please contact alamo.edu/district/financial-aid for Priority and Processing Guarantee Dates.

Fall Deadline: May 1st

Spring Deadline: November 1st

NLC Federal School Code: 042636



Login to ACES Account

www.alamoaces.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 Alamo Enroll Modules requirement

The Go FAARR muddles 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 Magnus Health processing fee.** Please allow 7-10 business days for processing.



Take the TSI College Readiness Test, If Applicable

www.alamo.edu/nlc/Assessment

Make an appointment to take the TSI exam in the Assessment center located in the Student Commons building, Rm 227. The link to set up an appointment or to find a list of TSI exemptions can be found above or by calling 210-486-5177.



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 0-15 college credit hours must attend the New Student Orientation (NSO). You can sign up online at www.alamo.edu/nlc/NSO.

Transfer/Returning Student Orientation: College transfer and/or returning students with 16-45 college credit hours must sign up for the Transfer/Returning Orientation. You can sign up online at www.alamo.edu/nlc/NSO.

Additional Resources

Northeast Lakeview College Recruitment Office

The Recruitment Office, located in the Student Commons (STCM) building, Room 210, serves all new, returning, and transfer students with the enrollment process.

Visit the Recruitment Office for help with:

- Completing the ApplyTexas application for admission.
- Setting up Navigate to start completing the enrollment steps.
- Setting up appointment for campus tours.

[210] 486-5193

nlc-recruitment@alamo.edu

Disability Support Services (DSS)

Student Commons Building, Rm 222H

[210] 486-5487

nlc-dsscounsel@alamo.edu

Veteran Affairs 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.

