

SOUTHERN MAINE COMMUNITY COLLEGE ENROLLMENT CHECKLIST

GETTING STARTED: HOW TO APPLY

- Review the Programs & Majors area of the website: www.smccme.edu.
- Check additional admissions requirements for the following: Cardiovascular Technology, Nursing, Paramedicine, Radiation Therapy, Radiography, & Respiratory Therapy: www.smccme.edu/healthprograms.
- Submit application for enrollment form with the \$20.00 non-refundable application fee.
- International Students: Contact Enrollment Services for Visa Processing/advising.
- Submit copy of high school transcript, diploma, or GED.
- Submit official post-secondary transcripts (if applicable).
- Register for the Accuplacer test online at: <http://advise.smccme.edu> (if applicable): See Accuplacer handout for list of exemptions & test prep suggestions. Note test date here: _____ and plan in time to meet w/ an advisor.
- Apply for Financial Aid (Optional): Complete FAFSA online at www.fafsa.ed.gov; Our school code is 005525.
2009-2010 academic year begin applying January 2009 (priority deadline March 31).
2010-2011 academic year begin applying January 2010 (priority deadline March 31).

WHAT'S NEXT: UPON ACCEPTANCE

- Look for your acceptance letter in the mail. Letters typically mailed within 2 weeks of acceptance.
- Submit required Immunization form to Enrollment Services. For form go to: www.smccme.edu/downloads and choose "Enrollment Services."
- Housing: Contact Student Services for options at mreslife@smccme.edu or 741-5990. For application go to: www.smccme.edu/downloads. Choose "Student Life/Student Affairs" and then "Residence Life."
- If you you're an out-of-state student from within the New England Region, taking a program not available in your home state, you may be eligible for a discount on our out-of state-tuition rates. See the NERSP website at: www.nebhe.org for details.

SIGNING UP FOR CLASSES:

- To register for classes, go to: www.smccme.edu/acceptedstudent and choose one of the following options:
 - On-campus Group Advising Session where advisors are available to answer your questions (approximately 2hrs.)
- OR**
- Online Advising Workshop from home for the tech savvy student (approximately 2hrs)
(You will also receive a reminder postcard with these details.)

BEFORE CLASSES BEGIN:

- Complete Online Orientation.
- Arrange for payment of classes, buy textbooks, obtain parking permit & Student ID.
Make changes to schedule as necessary within the add/drop deadline.

AFTER CLASSES BEGIN:

- Contact your Faculty Advisor _____ (name) to discuss future academic planning & course selection.