



Next Steps for Successful College Enrollment

Admitted to College? Now What?

1. COMPLETE VERIFICATION REQUIREMENTS

It is EXTREMELY IMPORTANT to complete verification requirements as soon as possible. Many times, colleges will want to verify the information you put on the FAFSA or another financial aid application. They may suggest documents. This process is called verification. **How do you know if you're selected for verification?** Sometimes colleges will email you a list of requirements or documents requested. Often times, you can find this information on the financial aid section of your college student portal under the name of to-do list, requirements or some similar name. You will NOT receive financial aid until you complete all of your requirements. So, complete them ASAP!

Common types of verification requirements include a parent tax return transcript (<https://www.irs.gov/individuals/get-transcript>) if the IRS data retrieval tool wasn't used on FAFSA, a household verification form and/or W-2s.

2. APPLY FOR INSTITUTIONAL SCHOLARSHIPS

Institutional scholarships are scholarships offered at your "institution" or college. The deadlines vary between Feb. 15th to March 1st. You can apply to these every year! Some colleges will allow you to apply to institutional scholarships before you are accepted.

3. COMPLETE FINANCIAL AID APPLICATION(S) & COF

Financial Aid Applications: The FAFSA opens on October 1st. Complete the FAFSA as soon as possible. Attend a FAFSA completion workshop for assistance. Remember to apply for FAFSA EVERY year. Some colleges also require the CSS profile or a separate institutional aid application.

The College Opportunity Fund (COF) is a discount/stipend on tuition for Colorado residents attending Colorado colleges or universities. Step 1: apply to COF only once at <https://cof.college-assist.org/>. Step 2: In your student portal, "authorize" or give your college permission to use the COF stipend on your behalf. Choose the "lifetime" authorization option so that you only have to do this once while in college (if not available, authorize it every semester/year).

4. ACTIVATE STUDENT COLLEGE PORTAL

College portals are online tools to receive college-specific information. Students will register for college classes, view financial aid requirements, accept or reject financial aid, pay their bills and do more through their portal. Make sure to activate your portal once you're accepted. You'll need your college ID number (usually on acceptance letter) to activate it. *Examples of Portal Names:* University of Colorado Colorado Springs-myUCCS ; Pikes Peak Community College-MyPPCC; Colorado State University- RAMweb; CSU Pueblo—PAWS, University of Northern Colorado--URSA

5. ACTIVATE COLLEGE EMAIL

Many colleges will communicate with students mostly via the assigned college email once a student is admitted. Check it often. Once you're accepted, you should receive your credentials.



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6. APPLY FOR HOUSING (IF APPLICABLE)

Once you make your decision, sign up for housing. A housing deposit is usually required but contact your college about deferring or waiving it if it's a financial hardship.

7. REGISTER/ATTEND NEW STUDENT ORIENTATION

Before you can register for classes, you'll need to register for and attend new student orientation. You'll learn about the college's resource, meet with an academic advisor and then register for classes.

8. SUBMIT IMMUNIZATION RECORDS & HEALTH INSURANCE WAIVER

Most colleges will require a copy of your immunization records and some will also require you to have health insurance. Complete the insurance waiver form if you're covered under your parents' insurance; otherwise the college will charge you for their expensive health insurance.

9. SUBMIT FINAL HIGH SCHOOL TRANSCRIPT

During senior checkout, you should be able to request that your final high school transcript is sent to your desired college. Colleges require a copy of your final transcript. So, don't forget to request this at the end of the school year!

10. SUBMIT DUAL ENROLLMENT TRANSCRIPTS

If you took dual/concurrent enrollment courses while in high school, you'll need to order (there's usually a small fee) a copy of your college transcripts directly from the college and have it sent to the college you plan to attend. To receive college credit, you must order this transcript directly from the college you attended (the high school transcript will not be accepted even if it shows the college courses).

If you successfully completed all the applicable steps above, then you're on your way to college. Congratulations!

11. REVIEW FINANCIAL AID AWARD LETTERS

After you submit verification documents, the college will offer you a financial aid award letter. Compare award letters to see who is offering the best letter. Make your decision to attend a college AFTER reviewing multiple award letters.

12. CONFIRM DECISION & PAY ENROLLMENT DEPOSIT

May 1st is National Decision Day. Confirm your college choice by May 1st. Some colleges require an enrollment deposit to save your spot. If you can't afford to pay, contact the college to see if your deposit can be deferred, waived or made in payments.