



STEPS OF ENROLLMENT AT CLARK STATE COLLEGE NEW STUDENT CHECKLIST

- APPLY AND BE AUTOMATICALLY ACCEPTED**
www.clarkstate.edu/admissions/enroll-now

- APPLY FOR FINANCIAL AID**
Learn the steps by going to www.clarkstate.edu/financial-aid/.
Apply at studentaid.gov | **Clark State Code: 004852**

- ACTIVATE YOUR CLARK STATE EMAIL**
Follow the instructions in your acceptance letter for setting up your Clark State email account. All official email communication to students is sent to this account.

- TAKE THE PLACEMENT TEST**
For details go to www.clarkstate.edu/admissions/placement-testing. Be sure to bring a valid ID.
or
- REQUEST YOUR PREVIOUS HIGH SCHOOL/COLLEGE OFFICIAL TRANSCRIPT**
Official transcripts can be sent to Clark State in one of the following ways:
 - Electronically
 - By US mail to Clark State Admissions Office, P.O. Box 570, Springfield, OH 45501
 - Hand delivered in a sealed envelope to one of our Clark State locations

- ATTEND NEW STUDENT ORIENTATION**
You can attend conveniently online anytime!
www.clarkstate.edu/admissions/new-student-orientation/

- REGISTER FOR CLASSES WITH HELP FROM AN ADVISOR**
Create your academic plan and determine classes. www.clarkstate.edu/admissions/academic-advising/

- PAY TUITION WITH FINANCIAL AID OR A PAYMENT PLAN**
Pay online via Student Finance on the Clark State Portal. For other payment options visit:
www.clarkstate.edu/admissions/tuition-and-fees/payment-options/.

- GET YOUR STUDENT ID**
Be sure to bring a valid ID.

- GET YOUR TEXTBOOKS**
Order books online through the virtual bookstore. www.clarkstate.edu/academics/ordering-textbooks

- GO TO CLASS!**
Congratulations! You're a Clark State Eagle!



WELCOME TO **Clark State College!**

GETTING STARTED WITH US IS EASY

Going to college is a big step. Clark State team members and faculty know this and are always here to help...whether you are just starting college, coming back to school after working and/or raising a family, or still in high school.

QUESTIONS? WE'RE HERE TO HELP!

ADMISSIONS - SPRINGFIELD
Sara T. Landess Technology and Learning Center
937.328.6028 | admissions@clarkstate.edu
Accessibility Services
937.328.6019

ADMISSIONS - BELLEFONTAINE
Ohio Hi-Point
937.599.7602 | bellefontaine@clarkstate.edu
Accessibility Services
937.328.6019

ADMISSIONS - BEAVERCREEK
Greene Center
937.429.8819 | greenecenter@clarkstate.edu
Accessibility Services
937.431.7155

ADMISSIONS - XENIA
Xenia YMCA
937.431.7171 | xenia@clarkstate.edu
Accessibility Services
937.431.7155

CAREER SERVICES
937.328.6468 | careers@clarkstate.edu