

# New Student Enrollment CHECKLIST

**DURING REMOTE ACCESS PERIOD**

I want to attend college  
for the first time.



## Submit the following items prior to registration:

<input type="checkbox"/> <b>Tri-C® Application</b>	Apply to Tri-C at <a href="https://tri-c.edu/apply">tri-c.edu/apply</a> . Once your application is processed, you will receive an email notification and an acceptance letter via U.S. mail with your Tri-C student ID number.									
<input type="checkbox"/> <b>FAFSA</b>	Complete the Free Application for Federal Student Aid (FAFSA) even if you don't plan to use financial aid. It's required for scholarships and tuition incentive programs. <a href="https://fafsa.ed.gov">fafsa.ed.gov</a> <b>School code: 003040</b>									
<input type="checkbox"/> <b>Transcripts</b>	Submit your official high school transcript (with graduation year) or GED transcript. Unofficial transcripts will be accepted at this time. Transcripts must be received prior to receiving financial aid.  Send transcripts to: Cuyahoga Community College Office of the Registrar P.O. Box 5966 Cleveland, OH 44101-0966  OR  Email to: <a href="mailto:admissions@tri-c.edu">admissions@tri-c.edu</a>									
<input type="checkbox"/> <b>ACT/SAT Scores</b>	If you've taken the ACT or SAT, submit your test scores. Test scores are valid for two years. Score reports can be sent to: <a href="mailto:admissions@tri-c.edu">admissions@tri-c.edu</a> .  <i>See chart for eligible test scores.</i> <table border="1" data-bbox="1133 1066 1507 1213"> <thead> <tr> <th></th> <th>Math</th> <th>English</th> </tr> </thead> <tbody> <tr> <th>ACT</th> <td>21+</td> <td>18+</td> </tr> <tr> <th>SAT</th> <td>520+</td> <td>430+</td> </tr> </tbody> </table>		Math	English	ACT	21+	18+	SAT	520+	430+
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## Complete the following:

<input type="checkbox"/> <b>New Student Orientation and Enrollment Step Review</b>	New Student Orientation is required. Complete New Student Orientation and review next steps by visiting <a href="https://launch.comevo.com/cuyahoga/">https://launch.comevo.com/cuyahoga/</a> .  You will need your Tri-C Student Number (S#) to begin.
<input type="checkbox"/> <b>my Tri-C space</b>	Now that you've been accepted, log in to <i>my Tri-C space</i> ( <a href="https://my.tri-c.edu">my.tri-c.edu</a> ). See instructions on reverse.
<input type="checkbox"/> <b>Financial Planning</b>	In <i>my Tri-C space</i> , click Paying for College, then Financial Aid. Select your financial aid year to view requirements. You can also apply for scholarships and discover alternative ways to pay. Payment must be made at the time of registration.  <b>Important Dates:</b> <a href="https://tri-c.edu/financialdates">tri-c.edu/financialdates</a>   <b>Scholarships:</b> <a href="https://tri-c.edu/scholarships">tri-c.edu/scholarships</a>
<input type="checkbox"/> <b>Study for Math and English Tests</b>	Click on the New Student tab and go to the Prepare for Enrollment section. There, you will find online materials to help prepare you for math and English placement tests and online courses.
<input type="checkbox"/> <b>Prepare for Online Coursework</b>	Participate in <b>My Online Readiness Experience</b> to prepare you for success in the classroom and in Tri-C's online learning environment. Click on the New Student tab in <i>my Tri-C space</i> and go to the Prepare for Enrollment section. <a href="https://tri-c.edu/more">tri-c.edu/more</a>

(Continued on reverse)

## The following must be completed in sequential order:

<input type="checkbox"/> <b>Assessment</b>	If you do not have eligible ACT or SAT scores or their equivalent, you must take Tri-C's assessment. Visit <a href="http://tri-c.edu/testing">tri-c.edu/testing</a> for up-to-date information on placement testing.
<input type="checkbox"/> <b>Academic Counseling Appointment</b>	Before you register for classes, you must meet with a Tri-C counselor to discuss your major, academic plan, and more. All counseling appointments are currently virtual. Make an appointment here: <a href="http://tri-c.edu/counselingappointment">tri-c.edu/counselingappointment</a>
<input type="checkbox"/> <b>Register and Pay</b>	You will register for classes after you watch the <b>Online New Student Orientation</b> and meet with a Tri-C Counselor. You must be prepared to pay or have financial aid requirements completed at the time of registration. Register via <i>my Tri-C space</i> on the Registration tab.

### Signing in to *my Tri-C space*

As soon as your application is processed, the College will generate your *my Tri-C space* account. Here, you will find important information regarding registration, financial aid and course planning. You can also access your student email through *my Tri-C space*. Check your email regularly for important updates.

1. Go to [tri-c.edu](http://tri-c.edu)
2. Click "Change Your Password" to create a password.
3. Enter your Tri-C ID (S#) and click "Continue."
4. Enter your date of birth as your old password.  
(M/D/YYYY format with no leading zeros.)
5. Create a new password. Re-enter the password.
6. Click the Change button. You will be redirected to the *my Tri-C space* login page.
7. Log in using your Tri-C ID and the password you just created.  
(You will need to create a new password every 120 days.)

## CONTACT US!

### Questions regarding application, testing, transcripts

*Ask a recruiter*

[www.tri-c.edu/recruiters](http://www.tri-c.edu/recruiters)

### Questions regarding New Student Orientation, registration, and more

*Ask a success specialist*

[www.tri-c.edu/studentsuccessspecialist](http://www.tri-c.edu/studentsuccessspecialist)

**Ask Tri-C** [tri-c.edu/ask](http://tri-c.edu/ask)

**Live Chat** [tri-c.edu/livechat](http://tri-c.edu/livechat)

**Phone** 216-987-6000

