

Roadmap to College Initiative: Checklist

Thank you for your interest in joining the College Initiative (CI) community. Though our enrollment process is on pause until August, 2018, below are steps you can take on your own to expedite your college application process once we meet with you!

- **Order a High School Transcript OR HSE:**

If a student received a high school diploma they should have a copy of their high school transcripts. If the student does not have their high school transcript, then they should request a copy from the high school they graduated from.

OR

If a student received a GED/TASC diploma they should have a copy of their diploma with their test scores attached. If the student does not have a copy of their GED/TASC then they can submit a request a GED/TASC request form.

- **College Transcripts:** If a student attended college, whether they completed or not, they should have a copy of their college transcripts. If the student does not have a copy of their college transcripts then they should request a copy from the college they attended, usually this can be done online or in-person. It is important to note that the student needs to have an official transcript **and it must remain in a sealed envelope**— colleges will not accept an unofficial transcript or an open transcript— **If you owe a college money they will not release a copy of your transcripts until you have paid back the money you owe.** *A student that owes the school money cannot begin the college enrollment process with their Academic Counselor until the money has been paid back to the college.*
- **Loans in Default:** If someone has a loan in default, they can find out who owns the loan at this website www.nsids.ed.gov/nslds_SA/SaFinLoginPage.do. They can then contact the loan provider to find out the next steps to get the loan out of default. This is typically at least a 6 month process of paying at least \$5 each month, on time to the loan service provider. At this point students become eligible for financial aid again. This process must be done by the student; however, CI is here to answer questions and offer support.
- **Selective Service:** All men between the age 18-25 must register with Selective Services. If they are 25 and under they can still register. If over 25 then they must show documentation of a selective service letter. In order to receive Financial Aid they must be registered with or show proof of the reason for not registering for selective service. To verify one has been registered with selective services you can visit <https://www.sss.gov/Home/Verification> and click on **Verify Now**.
- **Immunization Records:** Colleges require Immunizations Records at least two weeks prior to registration. If a student has health insurance then they can visit their health care provider— a completed Immunization Records Form must be signed and stamped by a health care provider. Note: If a student does not have health insurance they should speak to their Academic Counselors about their options.