

Name _____

Date _____

Area of Interest _____

Student ID # @ _____

MxCC New Student Checklist for Success

ADMISSIONS/ENROLLMENT SERVICES (FOUNDERS 153)

- I have completed and submitted my MxCC Application
- I have sent my official high school transcript (preferred) and/or diploma, GED diploma or transcript from an approved home school program to MxCC
- I have requested all official college transcripts from my previous institutions be mailed to MxCC for evaluation
- I have provided proof of Measles /Mumps/ Rubella/ Varicella (MMRV) immunity (2 doses of each immunization, verification of disease or positive titer test results may be submitted, as required by CT law for all full-time and/or degree-seeking students)
- I have given MxCC my updated personal information, mailing address, phone number(s) and email addresses

PLACEMENT TESTING (CHAPMAN 717)

- I have submitted my SAT or ACT scores and/or taken the ACCUPLACER Basic Skills Assessment
- In considering to take online classes, I have visited this link: mxcc.edu/distance and assessed my readiness for taking online courses.

FINANCIAL AID (FOUNDERS 132)

- I have filed the FAFSA at fafsa.ed.gov
- I have accessed my financial aid status and will regularly check it on my.commnnet.edu
- I know what the Satisfactory Academic Progress Policy is and why it is important. mxcc.edu/financial-aid/satisfactory-academic-progress-requirements

BUSINESS OFFICE (FOUNDERS 113A)

- I am aware that the Business Office offers a payment plan and has payment deadlines which if not met, can affect registration.
- I have picked up my free bus pass

MY.COMMNET.EDU

- I know my student Banner ID #, Net ID and Password and have placed this information in a secure, yet accessible, location
- I have logged in to my MxCC email at my.commnnet.edu and familiarized myself with Banner Self Service
- I know my MxCC email address and have signed up for the MyCommnet Alert

ADVISING, REGISTRATION & PAYMENT

- My major/area of interest is _____ and I have selected this on my application
- I was advised by: _____ (name) on _____ (date)
- I have registered for my classes and understand that a bill which I am responsible for was generated
- I have paid for my classes and have a copy of my class schedule / bill receipt
- I know that I may be dropped from my classes if I don't pay my tuition by the payment deadline

VETERANS (FOUNDERS 153)

- I have met with the Veterans Certifying official and provided all required documentation

NEW STUDENT ORIENTATION

- I have registered at mxcc.edu/nso to attend a New Student Orientation session
- I have completed this form and will bring it to New Student Orientation.
- I have gone online to the New Student Orientation section mxcc.edu/nso and watched the videos on using my.commnnet.edu and Blackboard
- I have reviewed and understand that I am responsible for knowing the college academic policies and student conduct policies on the college website: mxcc.edu/catalog/campus-policies/academic-policies and mxcc.edu/catalog/campus-policies/policy-on-student-conduct

THINGS TO DO PRIOR TO THE START OF THE SEMESTER

- I have a copy of my class schedule (available at my.comnet.edu)
- I have had my picture taken for my MxCC photo ID card at the Founders Communication Center or MxCC @ Platt (can be done when classes begin)
- I know where and how to get my textbooks for on-campus and online courses (Founders Bookstore)
- I know where my classes are located, when and where my first class is held:

- I have watched the Run, Hide, Fight video and understand I am responsible for knowing the campus safety procedures available at: mxcc.edu/emergency

MY FIRST SEMESTER

- I know that it is my responsibility to officially drop my classes prior to the beginning of the semester if I choose not to attend. Failure to do so will result in an outstanding bill and "F's" in classes for which I remain registered
- I know that I am responsible for all charges if I do not officially withdraw from class(es) before the start date and that there is only a 50% tuition refund on, or after class starts, up to the 14th day of the semester.
- I am aware that course changes are permitted during the first full week of classes on a space available basis and with the permission of the Enrollment Services Office
- I know about additional campus resources available to me
- To be a successful student, I plan to use the following resources:

- I know how to get involved in campus life activities, clubs, and leadership roles
- I know that if I don't plan to finish a class or classes, I am required to withdraw from the class by completing the withdrawal form and turning it in to the Enrollment Services office. I cannot simply tell an instructor, advisor or other MxCC faculty or staff. Failure to submit the form will result in earning an "F" grade, and this decision will also affect my Financial Aid completion rate.
- The last day to withdraw and get a "W" on my transcript is: _____ (date)

PLANNING FOR NEXT SEMESTER

- My academic advisor is: _____ (name)
- S/he can be reached at _____ (phone)
or _____ @mxcc.edu (email)
- I will keep track of my grades earned throughout the semester using the Blackboard gradebook
- I will monitor my degree progress using Degree Works. I can learn about the DegreeWorks advising tool by viewing the instructional videos: youtube.com/playlist?list=PLmAFsK4a4rSamvpUAYrEL13g0czgkp0WH

I NEED TO ASK THE FOLLOWING QUESTIONS:

Advisor name _____

Date _____

- Session is noted in Degree Works.