



STEPS FOLLOWING ADMISSION

| STEP | SUBJECT | ACTION | SOURCE |
|------|--------------------------------------|--|---|
| 1 | ACADEMIC CALENDAR | <u>Read and Review</u> – Students should review the college’s Academic Calendar. This calendar reflects important dates and deadlines. | www.fgc.edu Select: Quick Links Select: Academic Calendar |
| 2 | FLORIDA RESIDENCY DECLARATION | <u>Complete the Florida Residency Declaration</u> – Please complete and return the Florida Residency Declaration and copies of supporting documents to Enrollment Services. The Florida Residency Declaration and copies of supporting documents must be submitted before the first day of class. If the documents are not received by this date, you will be classified as a non-Florida resident and assessed tuition at the out-of-state rate. Out-of-State tuition is approximately 70% higher than the Florida Resident rate. <u>To allow time to review and process your documents, please submit these documents as soon as possible.</u> | www.fgc.edu Select: Getting Started Select: Admissions Forms Select: Residency Declaration Submit by fax or email to Enrollment Services as shown above. |
| 3 | TRANSFER STUDENTS | <u>Request Official Transcripts</u> – Official transcripts from each postsecondary institution attended by the student must be received <i>and</i> evaluated by Enrollment Services before advising, registration, and the award of financial aid can occur. | <i>Official transcripts</i> should be submitted to the address listed above. |
| 4 | FINANCIAL AID | <u>Apply for Financial Aid</u> – Students seeking financial aid/assistance are encouraged to apply for aid early (recommended six months in advance of intended enrollment) via the Free Application for Federal Student Aid (FAFSA). | www.studentaid.gov Application is free! FGC School Code: 001501 |
| 5 | TESTING ¹ | <u>Placement Testing</u> – Schedule an appointment for testing if you are not exempt as shown below ¹ or have not completed college-level math and English courses. | www.fgc.edu Select: Academics Select: Test Center Select: Schedule an Appointment |
| 6 | ADVISING / ORIENTATION | <u>FGC Advising/Orientation</u> – All new or returning students are required to meet with an academic advisor prior to registration. Placement scores, if required ¹ must be on file for advising and registration. <i>Please see the “FGC Advising Guide” on the reverse side of this form to make arrangements for your mandatory academic advising appointment.</i> | www.fgc.edu Select: Academics Select: Academic Advising Academic Advising: 386-754-4222 Building 14 |
| 7 | ACCESSIBILITY SERVICES | <u>Self-Identification</u> – Students needing additional educational accommodations are not <i>required</i> to disclose their disability; however, <i>voluntary</i> disclosure is encouraged in order to provide as many services as possible to enable student success. Student information remains confidential. For more information contact the Director of Testing and Accessibility Services located in Building 007. | www.fgc.edu Select: Life at FGC Select: Student Resources Select: Accessibility Services |

¹ **Effective Spring 2014 - Common Placement Testing for Public Postsecondary Education:** A student may be exempt from common placement testing if they meet the criteria below. Students may discuss testing requirements with their academic advisor.

- Student entered 9th grade in a Florida public school in the 2003-2004 school year (or thereafter) and earned a Florida standard high school diploma.
- Student is serving as an active duty member of any branch of the United States Armed Services.

The FGC *Student Success Center* provides **free** placement test preparation for the PERT! For more information call: (386) 754-4479 or 754-4382 or stop by Bldg. 008.