APPLICATION PROCESS CHECKLIST

1-866-598-8883
www.cayuga-cc.edu/admissions

- APPLY FOR ADMISSION
  HOW/WHERE? Complete and submit an application for admission www.cayuga-cc.edu/admissions/process/
  WHEN? Immediately

- INTERNATIONAL STUDENTS
  HOW/WHERE? www.cayuga-cc.edu/admissions/process/international/

- NURSING PROGRAM APPLICANTS
  HOW/WHERE? www.cayuga-cc.edu/admissions/process/nursing-admissions/

- OCCUPATIONAL THERAPY PROGRAM APPLICANTS
  HOW/WHERE? www.cayuga-cc.edu/admissions/process/ota/

- SEND TRANSCRIPTS
  (HIGH SCHOOL AND COLLEGE) OR GED/TASC
  HOW/WHERE? Admissions Office at the campus address where you will be attending.
  AUBURN CAMPUS: 197 Franklin St. Auburn, NY 13021
  FULTON CAMPUS: 11 River Glen Dr., Fulton NY 13069
  (Official copies must be received to complete your application. Transcripts must arrive in the original sealed envelope.)

- APPLY FOR FINANCIAL AID
  HOW/WHERE? Federal Aid: www.fafsa.ed.gov; School code:002861
  NYS Aid: www.hesc.ny.gov; School code:2005
  (NY State Residents only) or call 1-888-697-4372
  WHEN? Immediately

- APPLY FOR SCHOLARSHIPS
  HOW/WHERE? www.cayuga-cc.edu/giving/scholarships/awards-and-grants/
  WHEN? Immediately

- APPLY FOR VETERAN’S BENEFITS
  HOW/WHERE? Veteran-Certifying Official (315) 294-8515 AUBURN; (315) 593-9394 FULTON
  WHEN? Immediately

- TAKE PLACEMENT TESTS
  You may be required to take placement exams for English or Math
  HOW/WHERE? www.cayuga-cc.edu/cas/additional-resources/placement-testing/
  WHEN? Beginning April for Summer and Fall
  Beginning November for Intersession and Spring

- REGISTER FOR CLASSES
  HOW/WHERE? Meet with a Student Success Advocate
  (315) 294-8523 AUBURN; (315) 593-9394 FULTON
  (Register early for optimal course and time selection)
  WHEN? Beginning April for Summer and Fall
  Beginning November for Intersession and Spring

- COMPLETE A CERTIFICATE OF RESIDENCY APPLICATION
  NYS, Non-Cayuga County residents only
  HOW/WHERE? www.cayuga-cc.edu
  WHEN? After July 4 & before bill due date – FALL
  After Dec 1 & before bill due date - SPRING

- PAY YOUR TUITION BILL IN FULL OR SET UP A PAYMENT PLAN
  Payment plan may be needed if aid does not cover costs
  HOW/WHERE? my.cayuga-cc.edu
  or Student Accounts Office 315-294-8450
  WHEN? After July 4 & before bill due date – FALL
  After Dec 1 & before bill due date - SPRING

- SUBMIT IMMUNIZATION RECORDS
  (MMR, Meningitis Response Form)
  Students with 6 credits or more on campus
  HOW/WHERE? Health Services (315) 294-8503
  WHEN? Immediately (No later than bill due date)

- ACCESS MYCAYUGA & COLLEGE EMAIL
  HOW/WHERE? my.cayuga-cc.edu

- OBTAIN A STUDENT ID
  Needed to apply aid for textbooks
  HOW/WHERE? Public Safety
  WHEN? Before 1st Day of Classes

- BUY YOUR TEXTBOOKS & SUPPLIES
  HOW/WHERE? College Bookstore
  WHEN? Two weeks before classes begin

- STUDENTS WITH DISABILITIES
  HOW/WHERE? Accessibility Resources
  (315) 294-8422 AUBURN; (315) 593-9327 FULTON
  WHEN? Immediately