

APPLICATION PROCESS CHECKLIST

APPLY FOR ADMISSION

HOW/WHERE? Complete and submit an application for admission

cayuga-cc.edu/admissions/process/new-students

WHEN? Immediately

INTERNATIONAL STUDENTS

HOW/WHERE?

cayuga-cc.edu/admissions/process/international

NURSING PROGRAM APPLICANTS

HOW/WHERE?

cayuga-cc.edu/admissions/process/nursing-admissions

OCCUPATIONAL THERAPY PROGRAM APPLICANTS

HOW/WHERE? cayuga-cc.edu/academics/schools/health-sciences/occupational-therapy-assistant/admissions-requirements/

SEND TRANSCRIPTS

(High School, College, AP & IB) or GED/TASC

HOW/WHERE? Please send official documents to:

Auburn Admissions Office

197 Franklin St. Auburn, NY 13021

admissions@cayuga-cc.edu

(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: studentaid.gov; **School code:**002861

NYS Aid: hesc.ny.gov; **School code:**2005

(NY State Residents only) or call 1-888-697-4372

WHEN? Immediately

APPLY FOR SCHOLARSHIPS

HOW/WHERE? cayuga-cc.edu/giving/scholarships

WHEN? Immediately

APPLY FOR VETERAN'S BENEFITS

HOW/WHERE? Veteran-Certifying Official

AUBURN (315) 294-8841; FULTON (315) 593-9471

WHEN? Immediately

TAKE PLACEMENT TESTS

*You may be required to take placement exams for English or Math**

HOW/WHERE? cayuga-cc.edu/cas/additional-resources/placement-testing

WHEN? Beginning April for Summer and Fall

Beginning November for Intersession and Spring

***NOTE:** As the College responds to the COVID-19 pandemic, course placement and other admission policies and practices may be altered. For the latest information regarding placement, contact the Admissions Office at admissions@cayuga-cc.edu or 866-598-8883.

REGISTER FOR CLASSES

HOW/WHERE? Contact a Student Success Advocate
(315) 294-8523 AUBURN; (315) 593-9394 FULTON

cayuga-cc.craniumcafe.com/group/centers-for-student-engagement-and-academic-advising/scheduler

(Register early for optimal course and time selection)

WHEN? Beginning April for Summer and Fall

Beginning November for Intersession & Spring

COMPLETE A CERTIFICATE OF RESIDENCY APPLICATION

NYS, Non-Cayuga County residents only

HOW/WHERE? cayuga-cc.edu/admissions/tuition-and-fees/resident-costs

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 & VIRTUAL CHECKLIST

HOW/WHERE? my.cayuga-cc.edu

For assistance contact: IT HELP DESK (315) 294-8568

or helpdesk@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

cayuga-cc.bncollege.com

WHEN? Two weeks before classes begin

STUDENTS WITH DISABILITIES

HOW/WHERE? Accessibility Resources

AUBURN (315) 294-8422 jeanne.shaw@cayuga-cc.edu

FULTON (315) 593-9327 hcrofoot@cayuga-cc.edu

WHEN? Immediately

FOR MORE INFORMATION CONTACT

Cayuga Community College Admissions Office

Call: 1-866-598-8883 or email: admissions@cayuga-cc.edu