

CHECKLIST FOR SUCCESS

for registered students



1. **REGISTER FOR CLASSES**
WHEN? Completed!
2. **ACCESS MYCAYUGA, EMAIL & VIRTUAL CHECKLIST**
HOW/WHERE? my.cayuga-cc.edu
(Email user name & password sent 1-2 hours after registration to personal email address on your application. Your Cayuga email address is now your updated Cayuga user name).
WHEN? Immediately
NEED HELP? Contact IT at helpdesk@cayuga-cc.edu or 315-294-8568
3. **APPLY FOR FINANCIAL AID OR CHECK YOUR FAFSA STATUS**
HOW/WHERE? Check your federal aid status at my.cayuga-cc.edu
Federal Aid: studentaid.gov; **School code:**002861
NYS Aid: hesc.ny.gov; *(NYS residents only)*
School code:2005 or call 1-888-697-4372
WHEN?*(before bill due date found in MyCayuga)*
4. **COMPLETE A CERTIFICATE OF RESIDENCY APPLICATION**
All non-Cayuga County, NYS residents (permits in-state tuition discount)
HOW/WHERE? cayuga-cc.edu/admissions/tuition-and-fees/resident-costs
WHEN? Within 60 days of the start of classes, and no later than 14 days after the 1st day of class.
5. **SIGN UP FOR BILL REMINDERS BY TEXT**
HOW/WHERE? my.cayuga-cc.edu
WHEN? After course registration
6. **PAY YOUR TUITION BILL/SET UP A PAYMENT PLAN**
Payment plan is needed if aid does not cover costs
HOW/WHERE? my.cayuga-cc.edu
WHEN? Before bill due date found in MyCayuga
7. **SUBMIT IMMUNIZATION RECORDS**
(MMR, Meningitis Response Form)
Students with 6 credits or more on campus (See www.cayuga-cc.edu/coronavirus/ for COVID-19 vaccination requirements)
HOW/WHERE? Health Services (315) 294-8503
WHEN? Immediately *(Before bill due date)*
8. **OBTAIN A STUDENT ID**
HOW/WHERE? Auburn: IT Help Desk; Fulton: Public Safety
WHEN? Before 1st day of classes
9. **BUY YOUR TEXTBOOKS & SUPPLIES**
HOW/WHERE? College Bookstore
cayuga-cc.bnccollege.com
WHEN? Two weeks before classes begin
10. **SIGN UP FOR RAVE ALERT/ CLASS CANCELLATIONS**
HOW/WHERE?
www.cayuga-cc.edu/public-safety/safety-alerts/
WHEN? Before 1st day of classes
11. **COMPLETE NEW STUDENT ORIENTATION**
(Mandatory)
HOW/WHERE?
cayuga-cc.edu/students/orientation
WHEN? See website for details
12. **ONLINE LEARNING FOR ALL COURSES**
(including on-campus) Familiarize yourself with the online component for ALL Cayuga courses
HOW/WHERE? <https://ccc.open.suny.edu/>
(use beginning of Cayuga email address without @cayuga-cc.edu to sign-in)
WHEN? Before classes start

OTHER ITEMS

STUDENT-ATHLETES

Forward a current physical examination

HOW/WHERE? Athletics Office (315) 294-8861

Health Services (315) 294-8503 or wilson@cayuga-cc.edu

WHEN? Immediately

STUDENT-VETERANS

HOW/WHERE? Veteran-Certifying Official

AUBURN & FULTON (315) 294-8841

WHEN? Immediately

STUDENTS WITH DISABILITIES

HOW/WHERE? Contact Accessibility Resources

(315) 294-8422 AUBURN; (315) 593-9327 FULTON

WHEN? Immediately

STUDENTS SEEKING HOUSING

HOW/WHERE? Lattimore Hall lattimorehall.com

Additional housing cayuga-cc.edu/off-campus-housing