

CHECKLIST FOR FIRST TIME COLLEGE STUDENTS

Place a check (✓) next to each completed requirement.

- 1. Complete application for admission. Provide proof of Texas residency. Application and class schedule are available on web.
- 2. Official high school transcript with graduation date or official GED.
- 3. **TSI** documentation required--scores or completion.
- 4. Assessments:

Reading - Students who are exempt from the TSI or who have passed the THEA Reading with a score of 230 or higher will not be required to take the Reading assessment.

Writing - Students who are exempt from the TSI or who pass the THEA writing with a score of 240 or higher or pass the TSI Writing with a writing sample of 6 will not be required to take the writing assessment prior to registering for English.

Math - Math assessment required to take math or a score of 270 on THEA.
- 5. Advising: Meet with advisor and obtain advisor's signature on enrollment form.
- 6. Personal Identification Number (**PIN**): Obtain from ARO after advisement.
- 7. Use the **Webline** (on-line) system for early registration.
- 8. Sign up for new student orientation. Call (972) 377-1750 for details.

Website: www.ccccd.edu

CHECKLIST FOR NEW OR RETURNING TRANSFER STUDENTS

Place a check (✓) next to each completed requirement.

___ 1. Complete application for admission. If away from CCCC for two (2) long semesters or more, readmission is necessary. Provide proof of Texas residency. Application and class schedule are available on web.

___ 2. Official transcript from most recently attended college or university.

___ 3. **TSI** documentation required--scores or completion.

___ 4. Assessments:

Reading - Students who are exempt from the TSI or who have passed the THEA Reading with a 230 or higher score will not be required to take the Reading assessment.

Writing - Students who are exempt from the TSI, who pass the THEA writing with a score of 240 or higher or pass the TSI Writing with a writing sample of 6 will not be required to take the writing assessment prior to registering for English 1301. For English 1302 and above, proof of pre-requisites at previous college will be required.

Math - Proof of pre-requisites taken at previous college, Math assessment or THEA score of 270 required to take math.

___ 5. Advising: Meet with advisor and obtain advisor's signature on enrollment form.

___ 6. Personal Identification Number (**PIN**): Obtain from ARO after advisement.

___ 7. Use the **Webline** (on-line) system for early registration.

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