

Enrollment Checklist

dallascollege.edu/readyssetgo



Ready >

1. Apply to College

New-to-college students must complete an application for admission to Dallas College through the ApplyTexas portal (dallascollege.edu/apply).

✔ What's Next? After submitting your completed application, be on the lookout for an email that will contain your new student ID and appropriate next steps. Please allow 24-48 hours for your welcome email to arrive.

Apply for Financial Aid & Scholarships

Almost every student is eligible for some type of financial aid (dallascollege.edu/faapply).

That might mean federal grants or loans. But even if you aren't eligible for federal aid, you may qualify for a work-study job, scholarships, emergency funds, food assistance and more. But you must apply!

> Explore scholarship options (dallascollege.edu/scholarships).

2. Complete Required Documents


⚠ Important! While you might be currently working with a college coach (recruiter), before you can meet with your success coach (advisor) or register for classes, you must first submit the following documents.

1. High school and/or college transcripts

- > Request official high school transcripts from your previous high school.
- > If you have attended other colleges, request official transcripts from your previous college(s).
- > Have documents mailed to Admissions Processing. (See address in Step 2.)

2. TSI assessment or high school test scores

- > Request high school test scores (ACT, SAT or STAAR) directly from the testing agency.
- > Or take the TSI assessment (dallascollege.edu/tsi) at Dallas College.
- > Submit results in-person (dallascollege.edu/AdmissionsOffices) or mail to Admissions Processing:

 Dallas College
Attention: Admissions Processing
3737 Motley Drive, Mesquite, TX 75150

3. Proof of meningitis vaccination

- > If you are younger than 22, receive the meningitis vaccination (dallascollege.edu/meningitis).
- > Submit in-person (dallascollege.edu/AdmissionsOffices) or electronically via MedProctor (dallascollege.edu/meningitis).

✔ What's Next? After you have submitted all of your documents, be on the lookout for an email from your success coach (advisor). They will help you plan your college journey and register for classes.



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3. Attend New Student Orientation

New Dallas College students should complete orientation after finishing the enrollment steps and before meeting with your assigned success coach (advisor) for advising and registration (dallascollege.edu/orientation).

 Use your Dallas College student email and password (dallascollege.edu/password) to log in.

4. Prepare to Register

- Explore your career path/guided pathway (dallascollege.edu/gps).
- Select your career path and program of study (dallascollege.edu/pos) in eConnect.
- Download the Navigate app (dallascollege.edu/navigate).

Only for students who applied for financial aid:

- View your financial aid status and complete items on your Financial Aid Checklist (dallascollege.edu/fachecklist).

> You might be selected for financial aid verification (dallascollege.edu/verification). If selected, be sure to complete every step of the verification process.

✔ What's Next?

If you are unsure about what to choose for your guided pathway and program of study, discuss your options with your success coach (advisor).

5. Meet With a Success Coach (Advisor)

You can find your success coach in the Navigate app (dallascollege.edu/navigate). Choose the most convenient way to connect with your success coach:

- > Schedule an appointment: Meet your success coach on campus, through video chat or by phone by making an appointment in Navigate (dallascollege.edu/navigate). Click on appointments in the app.
- > Drop in on virtual advising: Visit our Virtual Advising Services (dallascollege.edu/virtualadvising). No appointment necessary!
- > Drop in on in-person advising: Visit a Success Coaching (Advising) Center for drop-in help (dallascollege.edu/advisingcenters).

✔ What's Next?

After you have met with your success coach (advisor), make sure to create your academic plan in the Navigate app and move on to Go to register for classes. You can skip the Register step if your success coach already registered you for classes during your meeting.



Go >>>

6. Register for Classes

Once you have completed the application and advising process, you may now register for the coming semester! (dallascollege.edu/selfservice)

Registration opens for May term, Summer and Fall in April and for Winter and Spring in November.

Need help with registration? (dallascollege.edu/register)

✔ What's Next?

Confirm your registration by viewing your class schedule in Self-Service (dallascollege.edu/selfservice) and printing your receipt (dallascollege.edu/receipt).

7. Pay for College

Find out when, where and how to pay (dallascollege.edu/paymentdue).

Remember, financial aid and payment plans are available.

Payment resources:

- > Payment plans (dallascollege.edu/payplan) — Reserve classes for only \$50 down!
- > Review and accept your financial aid award (dallascollege.edu/receivingaid).

✔ What's Next?

Congratulations! You have now completed the admissions, advising, registration and payment steps! All you have left is to get ready for your first day of class!

Get Ready for Class (dallascollege.edu/ready)

Get Help With Registration

CALL OR EMAIL US

📞 972-669-6400 (voice)

✉ Email Our Success Coaches (SuccessCoach@dcccd.edu)

CALL CENTER HOURS

🕒 Mon-Fri: 8 a.m. - midnight

🕒 Sat-Sun: Closed