

SOAR / STUDENT ORIENTATION, ADVISEMENT & REGISTRATION New Student Enrollment Checklist

The enrollment checklist below is intended for students seeking a degree / certificate that are new to college or, transferring with fewer than 15 credit hours from another college or university.

At any point in this process, even before Step 1, if you would care to talk with an Academic Advisor or Counselor we encourage you to do so. However, you must complete steps 1- 3 before registering for classes.

Your checklist to a successful semester!

- ___ Step 1: Submit the following to the Admissions & Records Office:
Completed & signed Admission Worksheet
Final High School transcript or GED Certificate
College transcript if applicable

- ___ Step 2: Complete the New Student Orientation informational presentation. This can be viewed online at <http://ww3.llcc.edu/soar>, or you can view it in one of the Enrollment Services offices on the main campus (Advising & Counseling, Admissions & Records or Career Development) or at any of the Regional Centers.

- ___ Step 3: Take the Placement test if applicable.
You will not need the placement test if you scored 22 or higher in English, reading & mathematics on the ACT or 480 or higher in verbal & mathematics on the SAT. ACT or SAT scores must be provided to the Admissions Office.

- ___ Step 4: You are now ready to meet with your Academic Advisor to review test results, develop your Education Plan and create your college course schedule.

- ___ Step 5: Register for classes. Remember to verify your tuition amount, tuition due date and other important information listed on your course schedule / tuition bill.

- ___ Step 6: Go online and set up your LLCC email and WebAdvisor account.
From: www.llcc.edu click "Students," scroll down to WebAdvisor and click "Activate your account." Your student ID# is above your name on your schedule / tuition bill.

- ___ Step 7: Pay Tuition/Fees. If you are receiving a scholarship or financial aid, please check with the financial aid office to verify your aid status.

- ___ Step 8: Obtain a Student ID card in the Library / Sangamon Hall.

- ___ Step 9: Purchase Books and Supplies.

- ___ Step 10: Visit the Student Life office, attend new student welcome events and get involved!
Find the Study Skills Center and find out how to earn your best grades!