

# ADMITTED STUDENT CHECKLIST

## Congratulations on Your Acceptance to Schoolcraft College!

Follow these steps to get started on a life-changing journey.



Your Schoolcraft College Student Number is: \_\_\_\_\_

## PREPARE TO REGISTER

☐

### 1. Set Up Your New Student Password

If you are a first-time student at Schoolcraft College, you will need to create a New Student Password. Go to [schoolcraft.edu/newstudentpassword](https://schoolcraft.edu/newstudentpassword).

You will use your username and password to log in to SC Mail, Ocelot Access, Scholarship Universe, and WI-FI, and more .

☐

### 2. Log In To Your College Email Account

Log in to [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess). On the **My Info** card, click on **log in to your student email**.

All important college communications, such as financial aid, to this email address. Be sure to check it often.

☐

### 3. Submit Transcripts

#### First Year Students

Request to have transcripts sent through [parchment.com](https://parchment.com) or email your transcripts to [admissions@schoolcraft.edu](mailto:admissions@schoolcraft.edu).

#### Transfer Students

Official college transcripts must be sent directly from the transfer institution to Schoolcraft College.

Request your transcript from your previous college at [getmytranscript.com](https://getmytranscript.com).

☐

### 4. Submit Test Scores or Take a Placement Test

#### First Year Students

Have you taken the SAT or ACT within the last 3 years?

**Yes:** Request SAT scores at [collegeboard.org](https://collegeboard.org) and/or ACT scores at [act.org/the-act/scores](https://act.org/the-act/scores), or email your Score Report to [admissions@schoolcraft.edu](mailto:admissions@schoolcraft.edu).

**No:** Make sure you have the most recent version of your high school transcript sent to Schoolcraft College then call Academic Advising, at 734 462-4429, to discuss your next steps. You may be required to take our placement test.

#### Transfer Students

Call Academic Advising at 734 462-4429 for your next steps. You may be required to take our placement test.

☐

### 5. Complete New Student Orientation

Complete New Student Orientation online at [schoolcraft.edu/orientation](https://schoolcraft.edu/orientation). Orientation is not required for transfer students.

☐

### 6. Schedule an Academic Advising Appointment

Contact Academic Advising at 734-462-4429 to arrange to meet with an advisor. Please have your student ID number available.

## REGISTER FOR CLASSES

☐

### 7. Register for Classes

#### Register for classes using Ocelot Access.

Log in to Ocelot Access at [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess)

#### With Ocelot Access you also can:

- Search, register, waitlist, drop, and pay for classes.
- Set up a tuition payment plan or make payments.
- Check on financial aid and important dates.
- Get information on transfer and degree requirements.
- View student records, including billing statements, unofficial transcripts, and enrollment verifications.

**For assistance, contact us at 734 462-4426.**

☐

### 8. Pay for Classes

Pay tuition in full, enroll in the tuition payment plan, or use your awarded financial aid within three weekdays, including holidays, from the day of registration.

#### • In Person Payments

Visa, MasterCard, Discover, American Express, debt cards, checks, and cash are accepted. The Cashier's Office is located in the McDowell Student Center.

#### • Online Payments

Log in to Ocelot Access at [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess)

#### • Tuition Payment Plan

Get Tuition Payment Plan details, including steps to enroll, at [schoolcraft.edu/payments](https://schoolcraft.edu/payments).

Learn about financial aid, including grants, loans, and scholarships at [schoolcraft.edu/aid](https://schoolcraft.edu/aid).



## GET INVOLVED ON CAMPUS!



### STUDENT ACTIVITIES

The Student Activities Office provides activities, events, and over 25 student-run clubs. At the Student Center, students hold club meetings, hang out with friends in the movie lounge, or enjoy free access to our gaming area.

Find out more at [schoolcraft.edu/sao](https://schoolcraft.edu/sao)



### STUDENT NEWSPAPER

Interested in writing, design, photography, social media, videography, illustration and advertising/marketing? Our award-winning newspaper, the **Schoolcraft Connection**, may be an opportunity for you.

Get details at [schoolcraftconnection.com](https://schoolcraftconnection.com)



### ARTS AND CULTURE

Do you enjoy live music and theatre performances? We've got them! We also hold a wide range of events and host powerful guest speakers throughout the year for students to celebrate and learn from diverse perspectives.

Learn more at [schoolcraft.edu/life-at-sc](https://schoolcraft.edu/life-at-sc)



### ATHLETICS

**Women's Sports:** Basketball, Bowling, Cross Country, Golf, Soccer, Softball, and Volleyball

**Men's Sports:** Baseball, Basketball, Bowling, Cross Country, Golf, Hockey, and Soccer

Get more information at [schoolcraft.edu/athletics](https://schoolcraft.edu/athletics)



### SCHOOLCRAFT FITNESS CENTER

**Free membership for Schoolcraft students!**

At the Fitness Center, you'll find an extensive free-weight area, total body strength area, and loads of cardio equipment.

Go to [schoolcraft.edu/fitnesscenter](https://schoolcraft.edu/fitnesscenter) for details



### COMMUNITY SERVICE

Whether your passion is human rights, social justice, or environmental concerns, you'll find a host of opportunities to positively impact your community.

Learn more at [schoolcraft.edu/life-at-sc](https://schoolcraft.edu/life-at-sc)

## NEXT STEPS

### Apply For Financial Aid

Complete the Free Application for Federal Student Aid (FAFSA) at **studentaid.gov**. FAFSA allows access to largest source of financial aid. Many scholarships require students to fill out the FAFSA.

**Recommended:** Submit the FAFSA a minimum of 10 weeks before the semester begins. Schoolcraft's FAFSA code is 002315.

### Apply For Schoolcraft Scholarships

Once admitted, complete the Scholarship Universe Application at **schoolcraft.edu/scholarships**

- Answer the **Tell Us About Yourself** questions.
- Review Scholarships to see your **Matches** and **Apply**. Remember to hit **Submit**.
- Check back frequently for new opportunities, and be sure to check your Schoolcraft SEmail account for updates.

**The Scholarship Universe application for the 2024-2025 academic year will open February 1, 2024**

**Recommended:** Complete the Free Application for Federal Student Aid (FAFSA) at **studentaid.gov**. Include Schoolcraft's FAFSA Code: 002315. FAFSA allows you access to the largest source of financial aid.

### Get Your Schoolcraft Student ID

Bring a copy of your schedule and an additional form of photo identification for verification to the Registration Center, located in the McDowell Student Center.

### Discover Learning Support Services

The Learning Center at Schoolcraft College is located in the Bradner Library on the Livonia campus. Services include peer-to-peer tutoring and writing support, in-person and online. Get more information at **schoolcraft.edu/lss**

### Review Resources for Students with Disabilities

The Disability Support Services (DSS) office ensures accessibility to courses and programs by providing reasonable accommodations for students with disabilities. To learn more about the process and requirements for an appointment, please visit **schoolcraft.edu/dss**

### Purchase or Rent Books

Purchase or rent books through the campus bookstore at **schoolcraftbooks.com**.

### Take a Campus Tour

Schedule a campus tour at **schoolcraft.edu/tour** to get an overview of the buildings, programs, and activities.