

Naugatuck Valley Community College ADMISSIONS CHECKLIST-nv.edu/apply

In order to register for classes you must first complete the application process. Upon completion of Step 1 you will receive an acceptance letter and details on how to schedule a START (Student Testing, Advising, Registration and Tuition) session (Step 4). Non-degree and transfer students are encouraged, but not required to attend.

- 1. Complete the Application Process (submit an application with the \$20 fee and supporting documents).** You may apply online at nv.edu/Apply, in person or by mail. You will receive an acknowledgement letter when your application has been processed. (See below for non-degree students.*)
Supporting documents for new and transfer degree-seeking students include:
 - **Proof of high school completion:** High school diploma, GED, or official high school transcript with date of graduation. (required for acceptance and to receive financial aid)
 - **Immunization requirements:** All degree seeking students born after 12/31/56 are required by state law to submit immunization documentation for 2 doses of M measles, Mumps, and Rubella (MMR). Those born as of 1/1/1980 also need to submit documentation for 2 doses of Varicella (Chicken Pox).
 - **Previous College transcripts:** Submit **Official** transcripts to qualify for transfer credits. **Unofficial** transcripts may be used to waive the placement test or meet prerequisite requirements.
 - **SAT or ACT test scores (optional):** Submit scores to waive testing and determine Math and English placement. Minimum **SAT** score of 500 in Math and/or minimum score of 450 in Critical Reading or Writing is needed. Minimum **ACT** score of 18 in Math and/or minimum score of 21 in English, or 47 in English and Reading (combined) is needed.
- 2. Apply NOW for financial aid!!! (required if you need financial assistance)**
Go to www.fafsa.ed.gov to obtain information and apply for financial aid. Our school code is **006982**.
- 3. Schedule, Prepare and Take the Accuplacer® Assessment Test (placement test).**
The Accuplacer® is required unless it has been waived (see above). It is important that you prepare in advance for the placement test since your Math and English classes are determined based on your test results. Go to www.nv.edu/Accuplacer, select “schedule a test” and click on “Book Now” for Waterbury.
- 4. Schedule a START Session (Student Testing, Advising, Registration and Tuition).**
You must have completed or been waived from testing, and accepted to the college prior to attending this appointment. Your acceptance letter provides more information. This session is required for all new students. **START (by appointment)** includes advising, registration and paying for classes. Anticipate spending approximately 2 hours on campus. **Express START Walk-Ins** offer testing as well. Anticipate spending more time on campus, but completing the whole process in one day. Missing items may be turned in on the day of our appointment. Go to www.nv.edu/Apply and click (Step 4) to schedule your START session online.
- 5. Register for Classes.**
Students must be accepted in order to register for classes. New, students are not eligible to register online for classes. Transfer students in good standing may register online via www.my.comnet.edu once they receive their student ID number. Students should be prepared to register and make a payment at their START session.
- 6. Pay your Tuition.**
Payment is due at time of registration. We accept cash, checks, credits cards including: VISA, MasterCard or Discover. A payment plan is also available. Students who have received a financial aid award may not need to make a payment. These students should discuss payment responsibilities with the financial aid staff.

***Non-Degree Students** must be part-time and not currently pursuing a degree/certificate program at NVCC. They are ineligible for financial aid. To apply, complete an Application and submit the \$20 fee. Advising is encouraged, but not required. Testing may be required depending on course selection. Non-Degree Students may register online via www.my.comnet.edu once they receive their student ID number.