

STUDENT CHECKLIST

VISIT CAMPUS

- ☐ Schedule a campus visit by calling 620.450.2217 or visit prattcc.edu/tour.

APPLY FOR ADMISSION

- ☐ Complete an online admission application at prattcc.edu/apply.

SELF-SERVICE ACCOUNT

- ☐ Log-in to your Self-Service account and update your password
- Your Self-Service account will be initiated once you have completed the application for admission.
 - You will then receive two e-mails titled "Your New Pratt Community College Login." One email will contain your username and the other your temporary password.
 - Download the Ellucian Go App on your smartphone. Select PCC from the list and use your self-service username and password to login.

SCHOLARSHIP APPLICATION

- ☐ 1. Complete an online scholarship application at prattcc.edu/scholarships.
- ☐ 2. Return completed Scholarship Agreement or Athletic Letter of Intent to Financial Aid or Athletics Department within 14 days of receipt, if awarded.

FINANCIAL AID APPLICATION

- ☐ Complete the Free Application for Federal Student Aid (FAFSA). Do this as soon after Oct. 1 as possible. The code for our institution is 1938.
- Apply at www.fafsa.gov. Priority deadline is Aug. 1

TESTING

- ☐ Register for and complete the ACT or ACCUPLACER test.
- Have your scores sent to Pratt CC (ACT school code is 1450) c/o Office of Student Success prior to your early enrollment appointment.
 - If ACT, ACCUPLACER scores are printed on your high school transcript, the transcript may be used to verify scores.

RESIDENCE HALL APPLICATION

- ☐ Complete the college residence hall application at prattcc.edu/HousingContract and submit \$200 deposit.
- If you are a new incoming student living in the Residence Halls for the first time you will need to complete the **New** Student Housing Contract.

TRANSCRIPTS

- ☐ Have your official high school and college or university transcript (post-graduation) sent to the Registrar as early as possible, but no later than June.
- Graduation dates must be verified on your transcript and final grades from your last enrolled semester must be included.

BEAVER BUILDING DAY

- ☐ 1. Arrange to attend a Beaver Building Day pre-enrollment session. Register at prattcc.edu under Quick Links.
2. If you are unable to attend, please contact your admissions representative to schedule an alternate enrollment appointment.

PAYMENT OF STUDENT BALANCE

- ☐ Confirm billing and anticipated financial aid by using your self-service account.
- If you owe a balance click on the payment tab in Self-Service to pay in full or set-up a payment plan. This will ensure you are ready on residence hall check-in day and avoid long lines.
 - An Administrative Processing Fee of \$100 will be charged after Aug. 1 if students have not completed their scholarship, letter of intent or confirmed payment plan with the Business Office.
 - The earlier you setup the payment plan the more payment options you will have, which will reduce the monthly amount required for the payment plan.



Curious about other programs at Pratt Community College?

The following extension list will assist you to locate the proper department that you are looking for. If you have any additional questions, please contact us at 620.450.2217

IMPORTANT EXTENSIONS

Call 620-450-2XXX

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