

Savannah Technical College
Economic Development Division Technical Certificate of Credit
Student Checklist

- **Submit** an Application for Admission and pay a \$20 non-refundable application fee to Savannah Technical College if you are a new student.
- **Update** your personal data and major on the Application for Admission or at the Office of Student Success if you are a returning student.
- **Apply** for financial aid for the 2009-2010 school year. This can be done at the Information Session or at www.fafsa.ed.gov. Savannah Technical College's school code is **005618**.
- **Schedule** the Compass or ASSET entrance exams by signing up at an Information Session or by calling 912.443.5716, or go online to www.savannahtech.edu. Under Admissions, click "How to Apply" and then scroll down to "Schedule an Appointment" to request a testing date and time.
(NOTE: If you have taken the SAT/ACT within the previous five years or completed prior college coursework, **submit** your scores and/or college transcripts to the college to determine if you qualify for exemption from the entrance exams.)
- **Take** the Compass or ASSET exams and score at least the minimum on each exam for the particular program in which you are interested (photo ID and testing referral are required).
- **Request** your high school and college transcripts, if applicable, using the form(s) provided.

YOU ARE NOW PROGRAM READY!

- **Contact** Bindley Thomas (912.443.5492 or bthomas@savannahtech.edu) or Reeshemah Johnson (912.443.5808 or rjohnson@savannahtech.edu) depending on your chosen program(s) of study to confirm you are Program Ready in the program(s) for which you would like to be included on the waiting list.
- You will be contacted prior to the start of the next program and registered for class.
- **Pay** the \$35 technology fee for the first quarter of class by the deadline given.
(Note: If you do not have financial aid, all fees and tuition are due before class begins. Book fees are due when books are received.)
- **Contact** the college at least 3 weeks prior to the end of the first quarter of class to ensure receipt of all transcripts.
- You will automatically be registered for the second quarter of class. Upon notification of registration in the second quarter of class, **pay** your second quarter technology fee of \$35 in the Campus Shop located at the Savannah Technical College White Bluff Campus. (Note: If you do not pay the technology fee, you will be dropped from the class, and will not receive a certificate or be eligible for graduation.)
- **Complete** your Application for Graduation. Applications may be obtained from your instructor.