

**Upgrade Program- San Antonio Education Partnership**

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<b>Name of Key Area</b>	College Entry and Enrollment
<b>Title</b>	Checklist for Returning To College
<b>Goal</b>	Individuals will be able to use the following resource as a starting point to enroll into their desired higher education institution.
<b>Advisor &amp; Date</b>	Ilse Reyes, Spring 2019

The following enrollment steps should be completed as needed:

<b>Task</b>	<b>Description of Task</b>	<b>Task(s) Deadline</b>
Research Institution	Refer to our <i>Selecting the Right College</i> resource page	
Check last academic and financial aid status	<p>Academic and/or financial holds:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A hold can delay the enrollment process. Especially, in accessing official and unofficial transcripts. Remove holds as soon as possible.</li> </ul> <p>Loan status</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Check on your loan status at: <a href="https://nslds.ed.gov/">https://nslds.ed.gov/</a></li> <li><input type="checkbox"/> If you are in default, call the following numbers to ask about loan rehabilitation. Payments can be as low as \$5. You will need to make 9 continuous payments to be in good standing.                             <ul style="list-style-type: none"> <li>• AES: 1-800-233-0751 or</li> <li>• Federal Student Aid: 1-800-621-3115</li> </ul> </li> </ul> <p>File appeals (<b>Talk to the institution about the proper paperwork</b>)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Academic dismissal</li> <li><input type="checkbox"/> Financial aid suspension</li> </ul>	
Apply to institution	<p>You may apply to more than one school if you are trying to weigh out your options. (<b>Keep in mind that there may be an application fee</b>)</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol> <p>Apply for admission to any Texas public university, as well as to participating community and private colleges through ApplyTexas: <a href="https://www.applytexas.org/adappc/html/about.html">https://www.applytexas.org/adappc/html/about.html</a>.</p>	
Apply for financial aid	<p>First visit FAFSA: <a href="https://fsaid.ed.gov/">https://fsaid.ed.gov/</a></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Username _____</li> <li><input type="checkbox"/> Password _____</li> <li><input type="checkbox"/> You will need your:                             <ul style="list-style-type: none"> <li>• Social security number</li> <li>• Income tax return &amp; W-2s</li> <li>• Record of any untaxed income</li> </ul> </li> </ul> <p><b>(Colleges &amp; Universities may take 1-4 months to process your financial aid)</b></p>	

Task	Description of Task	Task(s) Deadline
Submit official transcript(s)	Submit all official transcripts from previous school(s) attended. Make sure that your transcripts are sealed.	
Log in to Student Portal	Check your email regularly because once accepted you will receive for further instructions on how to create a username and password to log into your student portal.	
Take TSI (if necessary)	<p>The TSI (Texas Success Initiative) is the college placement exam for majority of schools in Texas. <b><i>(There may be fees per exam)</i></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Math</li> <li><input type="checkbox"/> Reading</li> <li>Writing</li> </ul>	
Advising and/or Orientation	<ul style="list-style-type: none"> <li><input type="checkbox"/> You may be required to attend an orientation. Plan so accordingly. Make sure to meet with an advisor to select your classes.</li> </ul>	
Any extra steps:	<p>Note: <i>If you need any help with any of the steps above, please feel free to reach out either Caf�college or Upgrade.</i></p>	

Adapted from:

- Eastern Kentucky University. (n.d.). Credit for Prior Learning: Earn College Credit for What You Already Know. *Eastern Kentucky University*. Retrieved April, 17, 2019 of retrieval from <https://finish.eku.edu/credit-prior-learning>.