

Student Success Checklist

Admissions Checklist

- Create a WebAdvisor account
- Complete Gateway Online Application for Admission (gtc.edu/admissions)
- Pay the one-time, nonrefundable \$30 application fee
- Schedule an appointment to take the COMPASS Placement Test or submit ACT/SAT test scores
- Submit an official copy of all academic transcripts (high school, college/university, HSED/GED)
- Complete any additional program specific requirements

Financial Aid Checklist

- Have the following items ready:
 - Student's and, if required, parents', prior year federal tax forms
 - Total additional income such as child support, Social Security, or Social Security Disability for all immediate family members for prior year
- Apply for a Personal Identification Number (PIN) (pin.ed.gov)
 - Both student and, if required, parent must apply
- Complete the FAFSA application (fafsa.gov)
 - Gateway Technical College's school code is: 005389
- Complete any additional documentation requested from Gateway's financial aid office
- Your financial aid is awarded; an awards postcard will direct you to view your award via WebAdvisor
- Accept or decline awarded financial aid
- If receiving student loans, complete a Master Promissory Note (MPN) (studentloans.gov)
- If receiving student loans, complete Loan Counseling (studentloans.gov)

Additional Student Success Items

- Submit Veteran's Administration (VA) Benefit forms, if appropriate (gtc.edu/va)
- Make an appointment with a program counselor if you have any questions regarding:
 - COMPASS Placement Test results
 - Academic planning
 - Course registration

My program counselor is: _____

Appointment date: _____ Time: _____
- Once you register for classes, get student ID from Student Services
- Pick up a Student Handbook from the campus bookstore