

TRANSITION TO COLLEGE CHECKLIST

This checklist is designed to help students be ready to go on the first day of school. Each school is different, but the tasks below are common at most schools. Not every item is required of every student (and some schools may have additional items). Contact the school with student-specific questions.

Review the following items carefully:

- Activate and check your school email account regularly. Most schools use that email address as the primary means of communication once you are accepted.
- Log in to your school's student portal and become familiar with the information provided there. Write down all usernames and passwords.
- Check "to-do lists" in the student portal. Do this regularly.
- Complete any remaining financial aid or verification paperwork.
- If borrowing a Federal Direct Student Loan, complete Master Promissory Note and Entrance Counseling at StudentAid.gov. You will need your FSA ID — the user name and password used to access all Federal Student Aid websites.
- Review the paper bill and/or view bill on the student portal.
- When is the first bill due? _____
- What is the plan to pay the bill balance (gap)? _____
- Report outside scholarships to the financial aid office — discuss impact on financial aid, if any.
- Understand the school's FERPA policy, which protects student privacy and restricts the sharing of information (including with parents in most cases). Complete a FERPA release, if appropriate.
- Attend orientation. (Check with your school to see if it is being offered virtually, in-person, or both.) Check your email daily for important information leading up to orientation.
- Complete placement testing, if required.
- Submit room and board-related form and deposit.
- Submit final high school transcript to school.
- Submit any early college transcripts from the colleges you attended, if applicable.
- Submit AP (Advanced Placement) scores, if applicable.
- Register for classes and/or connect with academic advisor.
- Plan to purchase books (allot at least \$500 per semester).
- Get any needed immunizations and submit documentation.
- If health insurance is listed on your bill, follow up to waive the insurance if you have your own insurance.
- Connect with roommate(s) and coordinate living space needs.
- Obtain parking permit, if applicable.
- Plan for additional expenses — incidentals, travel, etc.
- Make a transportation plan to get to college. First day: _____

HAVE QUESTIONS ABOUT TRANSITIONING TO COLLEGE

Get help from FAME: FAMEmaine.com, Education@FAMEmaine.com or 800-228-3734