Enrollment Checklist

FRONT RANGE COMMUNITY COLLEGE
WESTMINSTER CAMPUS

For more information, visit www.frontrange.edu. If you have questions, contact the Westminster Campus at 303-404-5000.

If you require accommodations for a documented disability, please contact Special Services at 303-404-5302 or email joanna.bennett@frontrange.edu.

1. Submit an Application for Admission (It's FREE!)

Admissions & Records
303-404-5414
wcadmissions@frontrange.edu

- ☐ Go to www.frontrange.edu and click the "Apply Now" button at the top of the page. You also can pick up a paper application at Admissions & Records.
- ☐ After you apply, you'll receive a welcome letter with your student ID number (S#) _____ Keep it secure!

2. Attend a Get Started Session

Student Services Center
303-404-5000

- ☐ All new students must attend a Get Started Session, where you will learn about assessment requirements, class registration, financial aid, programs, and more. Please visit www.frontrange.edu/getstarted for the current session offerings at the various locations. Sessions take place in the Welcome Center, M-F at 9:00 a.m. and 3:00 p.m., and on M/Th at 5:00 p.m. Go to www.frontrange.edu/getstarted to RSVP.

3. Apply for Financial Assistance

Financial Aid
303-404-5250

COF Assistance
303-404-5000

- ☐ Complete the Free Application for Federal Student Aid (FAFSA) to apply for federal, state, and institutional funding such as grants, loans, and work-study. Visit www.studentaid.gov to get started. FRCC's priority consideration date is **April 1,** though applications are accepted thereafter. Our school code is **007933.** FAFSA processing takes 2-3 weeks and you will then receive an award notification at your CCCS email account. For help completing your FAFSA, schedule an appointment with the Educational Opportunity Center representative by calling 303-404-5000.
- ☐ If you're a Colorado resident, sign up for the College Opportunity Fund (COF) at www.frontrange.edu/cof. Once you apply, you'll be asked to authorize COF when you register for classes. For more information about COF, please call 303-404-5000.
- ☐ Apply for scholarships. Visit www.frontrange.edu/scholarships and www.frontrange.edu/foundation for available scholarships, tips, and more.

4. Take the Accuplacer (or Get an Exemption)

Testing Center
303-404-5301
wctesting@frontrange.edu

- ☐ To assess your current skill levels in reading, math, and English (so you can be placed in the right classes), you must take the Accuplacer. You'll need a government-issued photo ID and your S#. The assessment takes approximately 2-3 hours. Visit www.frontrange.edu/testing for hours and study guides.

** *The first time you take the Accuplacer is free. You might qualify for an exemption from the Accuplacer if you have recent ACT or SAT scores of English 18, Math 19, or SAT scores of English 440, and Math 460. MAT 121 College Algebra requires an ACT Math score of 23. Check the course catalog for other ways to qualify for an exemption. Bring a copy of your test scores and/or college transcript with you to your advising appointment.*

5. Meet with an Academic Advisor

Student Services Center
303-404-5000
wcadvising@frontrange.edu

- ☐ An advisor will help you interpret your assessment results, create an educational plan, and review program requirements. Make a 30-minute appointment or stop by any time. If you have unofficial transcripts, ACT/SAT scores, or other documents that might be helpful, bring them to your appointment, along with a photo ID.

** *We have specific advisors in our Veteran Services, Crisis Counseling Services, Career Services, International Students and WIA/TAA offices, so please make an appointment with one of these specialists if applicable. Call 303-404-5000 to schedule.*

Continued on the back

6. Log in to eWOLF (Student Account) and Activate Your FRCC Email

Student Services Center
303-404-5000

24-hour Email Help
1-888-800-9198

- ☐ To log in to eWOLF for the first time, use your S# as your login and your six-digit birth date (mmddyy) as your password. eWOLF is where you can check email, search and register for classes, pay tuition, view financial aid status, access online courses, and more.
- ☐ In eWOLF, click on Student Email in the upper right-hand corner to activate your email. Your password is your birth date (Monthddyyyy, for example, May011980). All important communications, including waitlist status, go to your student email. Visit www.frontrange.edu/activateemail for step-by-step instructions. For assistance, contact the 24/7 Help Desk at 1-888-800-9198.

7. Register for Classes

Admissions & Records
303-404-5414
wcadmissions@frontrange.edu

- ☐ Log in to eWOLF and click on the Student tab to register for classes. Use the 5-digit CRN # in the class search to add a class to your schedule. If the class says Closed or C, you may be able to get on a waitlist. Visit www.frontrange.edu/waitlist for instructions on the waitlist process.
- ☐ Remember to authorize your COF funds so that they will apply toward your tuition bill.
- ☐ Print your class schedule so you can buy the right books and note where your classes are located.

8. Complete the Payment Process

Cashier's Office
303-404-5487
wccashiers@frontrange.edu

- ☐ Full payment or your first payment (through your deferred payment plan)—or acceptance of financial aid—is due by close of business on the payment deadline. Pay tuition and fees online or at the Cashier's Office in the Welcome Center. Or if you are receiving financial aid through the FAFSA, accept your award in eWOLF under the Student Finance tab. You can arrange to pay your tuition through a monthly payment plan through eWOLF. If you register for a course after the payment deadline, payment is due by the end of the next business day. Visit www.frontrange.edu/calendar for important dates.
- ☐ Once you receive your Higher One Refund Card in the mail (watch for the green envelope), you must go online to activate your card and select how you want to receive any refund. For more information on the CCCS Higher One Refund Card, please visit the Cashier's Office, or go to www.frontrange.edu/refunds.

9. Purchase Books & Supplies

Westminster Bookstore
303-404-5410
wcbookstore@frontrange.edu

- ☐ Print your schedule and bring it to the Westminster Bookstore to buy your books and supplies. Or, order your books online at www.frontrange.edu/bookstores.

10. Attend New Student Orientation (the week before classes start)

Student Life Office
303-404-5314

- ☐ New Student Orientation is a great way to become familiar with FRCC, make friends, and begin a successful college experience. Register online at www.frontrange.edu/orientation.

11. Get Your Wolf Card (Student ID Card)

Student Life Office
303-404-5314

- ☐ Get your official FRCC student ID card. The Wolf Card gives you access to the library, computer labs, and other services on campus—and also gives you discounts around town. Bring a government-issued photo ID, your current class schedule, and $5 to the Student Life Office.

12. Attend Classes and Have a Great Semester!

updated 8/2014