

Getting Started at SPCC

New students are urged to **complete the admissions process at least two weeks prior to registration** and **apply for financial aid at least eight weeks prior** to registration. If you are applying to an SPCC Health Program, please refer to www.spcc.edu for the admissions requirements for that specific program.

Students interested in pursuing a program of study/major **MUST** complete all admissions requirements prior to first-time enrollment. Once all admission requirements are complete, the student will be moved to his/her program of study and may receive financial aid if eligible. Anyone wishing to register for classes prior to completing his/her admissions file may do so as a Special Credit student. *Special Credit students are not eligible for Financial Aid.* To ensure your Financial Aid is in place, make sure your admissions file is complete at least two weeks prior to registration.

1. Complete the SPCC Application for Admission

- You may complete an application for admissions online at www.spcc.edu.

2. Submit official high school, High School equivalent, or adult high school transcript

- Note that it is your responsibility to request and pay any applicable fees to the appropriate institution.
- Official transcripts should be mailed directly from the high school, state High School equivalent office, or adult high school to SPCC.
- Unofficial (student-issued/faxed/emailed) transcripts will not be accepted.

3. Submit official transcripts from all colleges listed on your application

- A Request for Transcript Evaluation Form must be completed and sent to the Registrar for evaluation of prior course transfer credit.
- All foreign transcripts (*secondary and post-secondary*) must be evaluated by an authorized translation company at the student's expense.
- Transcripts may be sent from the college electronically through a secure provider such as E-scrip, National Student Clearinghouse, ScripSafe, etc. Contact your college for details.

4. Prepare for and take the College Placement Test (CPT)

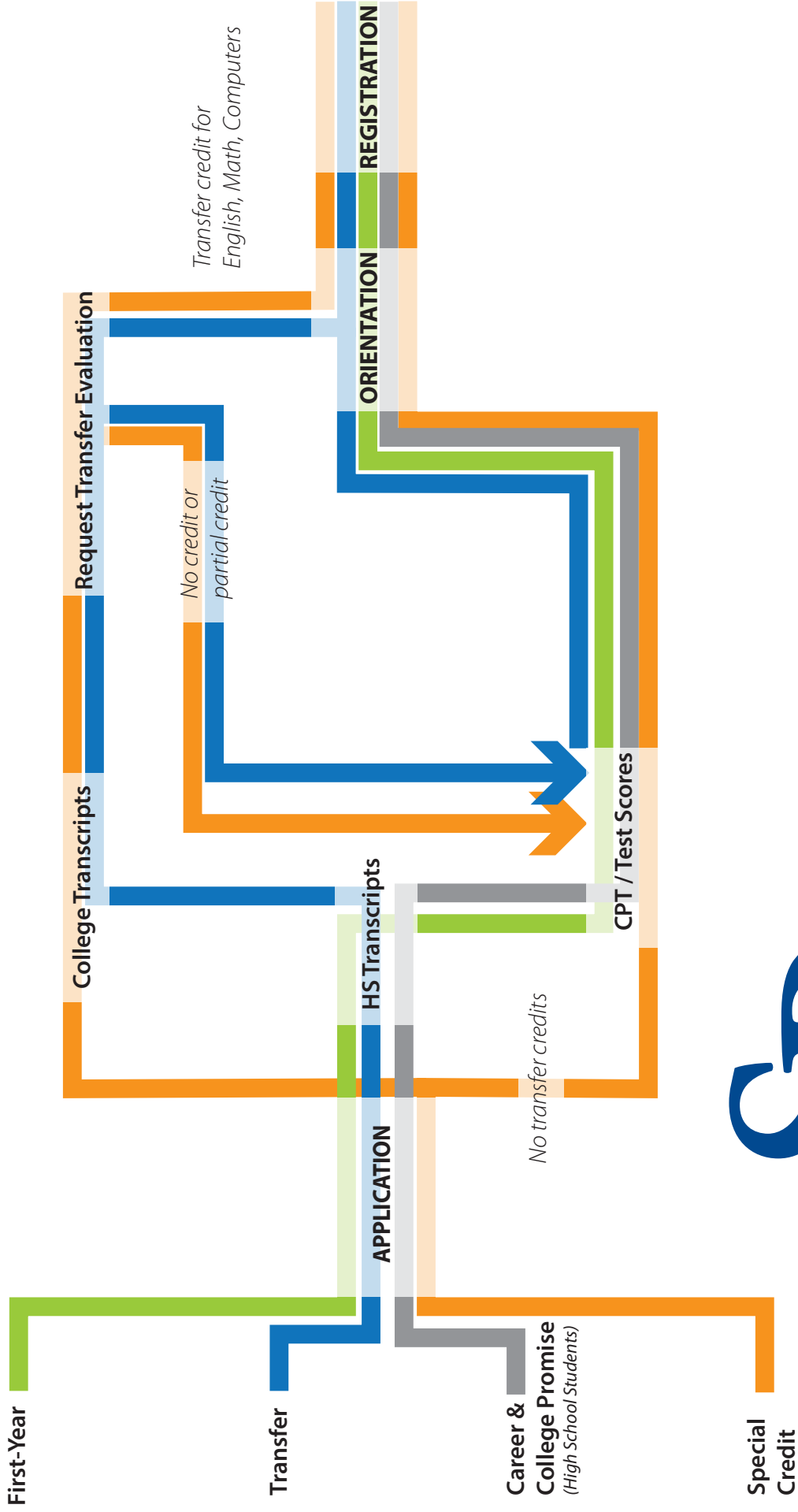
- Visit www.spcc.edu for full information on testing dates, appointments, and preparation resources. Students are allowed one opportunity to take the CPT so make it count.
- Not everyone needs to take the College Placement Test so please check the waivers link to see if you qualify for a College Placement Test Waiver.

www.spcc.edu



704.272.5391
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Get on TRAC early!



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