



## Checklist to Becoming Enrolled



### **Attend Enrollment Information Meeting**

- Valuable information regarding requirements of the program and allows applicants to ask questions.

### **Submit Application with \$50 fee**

- This allows the school to process your information and place you in the data base.

### **Official High School / GED Transcript**

- This information must be on file before you can be considered for enrollment. Contact your school as soon as possible to request a transcript.

### **Complete the FAFSA (if seeking Federal Financial Aid)**

- The 2017-2018 FAFSA (school code 010323) should be completed **as soon as possible**. Completing the FAFSA is only the first step in the financial aid process.

### **WorkKeys with \$75 fee**

- See website for schedule.

### **Medical Terminology Course**

- Must be registered with \$125 fee by **June 30, 2017**. Classes are Tuesdays and Fridays beginning July 11 through August 4 at 8:00 a.m. – 10:30 a.m.

### **FBI / BCII Criminal Background Check**

- Scheduled here at the school during the Medical Terminology class. Cost is approximately \$60 payable to Master Security, Inc. the day of service

### **Financial Aid Meeting**

- Should take place no later than **July 31, 2017**.

### **Admission Package / Health Forms**

- The Admission Package contains valuable information regarding the strict health requirements of the HEMSPN program. It is imperative these forms are completed and turned into the office by **August 4, 2017**.

*Q. What happens if I fail to complete the checklist on time.  
A. You will be asked to join the next March 2018 class*