

## Specific Financial Aid Instructions

**Dependent Students** (If you answered **no to all** questions in Step 3 on the FAFSA form):

1. I will need

My most recent federal tax return and W-2s

My parent's most recent federal tax returns and W-2s.

Documentation of all untaxed income received, including child support, Social Security benefits, worker's comp benefits, and welfare benefits.

2. I cannot use tax information from grandparents, aunts, uncles, regardless of where I live. Aid is based on my living parent's tax information.

3. I need a parent's signature on line 99 of the FAFSA application.

**Independent Students** (You must be 24 or more years of age or answer yes to at least one question in Step 3 of the FAFSA)

1. I will need

My federal tax return and W-2s.

My spouse's federal tax returns and W-2s.

Documentation of all untaxed income if received in the year represented on my tax forms (such as, child support paid or received, any Social Security benefits, welfare benefits, veteran benefits, etc.).

## Frequently Asked Questions (FAQ)

### Do I have to take the placement test?

Answer: Every student is required to take the placement test (unless you are a college graduate or submit the minimum SAT or ACT scores). The minimum SAT scores must show a minimum of 500 on **each part** of the test. The minimum ACT composite score is 21. Students having an AAS degree or higher are exempt from this requirement, except College Transfer applicants who have not met program admission requirements. College graduates not transferring a math course must take the math placement test.

### How do I find the name of my advisor?

Answer: The NCC Admissions Officer notifies new students about the name of their advisors. Should you not have this information, any faculty or Student Development staff member can provide you with the information.

### How do I get started with my on-line course?

Answer: Online courses begin the same week as on campus courses. Once you have registered and paid for an online course, you must log on to the Nash Community College web site ([www.nashcc.edu](http://www.nashcc.edu)) and click on Distance Education. Find the course for which you are registered to determine if the orientation is online or on campus. If the orientation is on campus, the date, time, room number, and instructor will be listed. If the orientation is online, click on Online Orientation, and follow the directions.

### When do I have to pay for my classes?

Answer: Students who register mid-semester have an announced date (which is usually at the end of the current semester) by which they must pay for all classes. During extended registration, you must pay for all classes on the day you register. If payment is not made on time, the classes are dropped from your schedule automatically.

### How can I contact my instructor who is part-time and has no NCC telephone extension or office?

Answer: Part-time instructors are encouraged to give contact information to their students at the first class meeting. If you do not have this information and you need to contact your instructor, call the Department Chair for that area (call Student and Enrollment Services if you do not know the Dept. Chair or the Associate Vice President of Instruction).

### How do I get a copy of my transcript?

Answer: A Nash Community College transcript will be furnished upon the written request of the student. There is a request form available in the Student Development Office, and there is a one-dollar charge for each requested transcript. Transcripts may be picked up 24 hours after ordering.



# PASSPORT TO ENROLLMENT SUCCESS



**NASH COMMUNITY COLLEGE**

522 N. Old Carriage Road  
Rocky Mount, NC 27804  
252-443-4011  
252-451-8401 fax  
[www.nashcc.edu](http://www.nashcc.edu)

Rev 6/08

# ADMISSIONS

Whether you are a new or returning student, registration can be a confusing process. **Typically, it takes 3-5 days to complete this process, depending on how much you have done prior to your first visit.** To help take the guesswork out of the admissions process, we have created this simple admissions checklist:

I have submitted a NCC application to the Admissions Office in Student and Enrollment Services or online.

I have requested that my high school send an official transcript, or I have obtained an official copy of my GED, or AHSD scores.

I have requested transfer credit and have sent for an official copy of my transcript from the colleges or universities attended.

I have taken a placement test:

ASSET/COMPASS Reading Score \_\_\_\_\_

ASSET/COMPASS Writing Score \_\_\_\_\_

ASSET/COMPASS Mathematics Score \_\_\_\_\_

Or

ACT Composite 21 or over

Or

SAT-W Score (Writing) \_\_\_\_\_\*

SAT-M Score (Math) \_\_\_\_\_\*

SAT-CR (Critical Reading) \_\_\_\_\_\*

\*Must be 500 or greater to be exempt from NCC Placement Test

I have been given the name of my faculty advisor.

\_\_\_\_\_ (Name of Faculty Advisor)

I have attended NCC orientation.

# REGISTRATION AND EXTENDED REGISTRATION

You cannot schedule classes until the admission process has been completed.

I have checked my "Admissions Checklist" for the name of my advisor. (Admission checklist is to your left.)

I have looked at the class schedule.

I have met with my Faculty Advisor and formulated a plan on what courses will work best for me this semester.

I have met with my Faculty Advisor or Department Representative to plan and input my schedule.

If I received financial aid, I have completed the financial aid process. \*Use the Financial Aid Checklist (located in the column on the right) to make sure you have completed that process.

I have paid my registration fees at the Cashier's Office.

I have purchased my books.

*Nash Community College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following have been designated to handle inquiries regarding the non-discrimination policies:*

*ADA Counselor 252-451-8260  
Director of Human Resources 252-451-8258*

*Nash Community College  
522. N. Old Carriage Road  
Rocky Mount, NC 27804*

*For further information on notice of non-discrimination, see <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for a list of addresses and phone numbers for Office for Civil Rights locations that serve your area, or call 1-800-421-3481.*

# FINANCIAL AID

So you need a little help financing your education. The Pell grant, scholarships, or work study may be the answer. Unfortunately, financial aid is not like an ATM. There are no magical pots of money. Financial aid is, as the title reads, "aid." Financial aid is awarded based on eligibility from the information you provide on the financial aid application.

## Key things to remember!

1. Financial aid information **should be completed 4 weeks before registration.** The priority deadline is in March of the previous year.
2. **You need to apply for financial aid every school year.** The best time to apply is immediately after you have completed your tax returns.
3. Most of NCC financial aid resources come from the Pell Grant, NC Community College Grant scholarships, and work study. NCC does not participate in the federal student loan program.
4. **Read carefully. Please complete and return all forms requested by the Financial Aid Office.**

## Financial Aid Checklist

I have completed the **Free Application For Federal Student Aid (FAFSA) online at [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov)**

I have my correct Social Security number and birth date.

I know whether I am a dependent or an independent student (*See other side*).

I have submitted the FAFSA online and all the required documents to the Financial Aid Office.