Thank you for your interest in attending Middlesex Community College. The following checklist will provide you with the steps to becoming a student as well as additional resources that may assist on your journey towards completing your certificate or degree.

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| ☐ | **Apply for admission to MCC:** Visit [Middlesex Community College's Admissions Department](https://www.middlesex.mass.edu/admissions/default.aspx) website for contact information, resources and additional information. * [Middlesex Community College Admissions Application](https://middlenet.middlesex.mass.edu/pls/prod/bwskalog.P_DispLoginNon)
* [Programs of Study/Majors](https://catalog.middlesex.mass.edu/content.php?catoid=26&navoid=2368)
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| ☐ | **Veterans Resource Center:** Visit the [Veterans Resource Center](https://www.middlesex.mass.edu/VeteransResources/default.aspx) website for information on how to apply, VA educational resources, college and community resources, and other helpful information. |
| ☐ | **eBeneﬁts:** * [Apply for your VA education benefits](https://www.va.gov/education/how-to-apply/) by completing the Application for VA Education Beneﬁts form 22-1990) or to transfer your beneﬁts from another college or university to MCC (Form 22-1995) by accessing VONAPP.
* The VA will issue a *Certificate of Eligibility* for qualiﬁed individuals that provides months of entitlement, the period of eligibility, and beneﬁt level information.
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| ☐ | **Request academic transcripts:** Transcripts will be reviewed by MCC’s Enrollment Management staﬀ (High School, GED, HiSet, and/or any accredited college or university). Transcripts may be sent to:**Middlesex Community College Enrollment Management Center 33 Kearney Square****Lowell, Massachusetts 01852-1987****Request military transcripts:**[Army, Navy, Marines and Coast Guard Joint Services Transcripts (JST)](https://jst.doded.mil/jst/) [Community College of the Air Force Transcripts](https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/) |
| ☐ | **Financial Aid:** You may be eligible for additional grants and scholarships and can find more information by visiting the [Financial Aid](https://www.middlesex.mass.edu/FinancialAid/) website. You may also visit the VRC’s [Scholarships](https://www.middlesex.mass.edu/VeteransResources/scholarship.aspx) website.In order to apply for Financial Aid:* Create an FAFSA I.D. (Free Application for Federal Student Aid).
* Complete the FAFSA
* *Tip*: Save your FAFSA I.D. information in a secure location.
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| ☐ | **Placement Testing:** New students may be required to complete guided placement questionnaires in the areas of math, reading, and writing. Multiple measures are another way of determining your initial English and math courses (if applicable). More information can be found at the [Student Assessment](https://www.middlesex.mass.edu/studentassessment/default.aspx) website. |
| ☐ | **New Student Registration Session: P**rovides an overview of the college and receive assistance with registering for classes. Call (800) 818-3434 or visiting the [Advising Center](https://www.middlesex.mass.edu/advising/) website to sign up for a session. |
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| ☐ | **Online Request to be Certified:** After registering for classes, new students to the college seeking to use veteran or military education benefits will need to complete the following steps:1. Visit the [Veteran Advising](https://www.middlesex.mass.edu/advising/) and click on “Complete the Certification Request Form”
2. Fill in all applicable fields
3. At the bottom of the form, upload a PDF, JPEG or PNG of your Certificate of Eligibility/Summary of Education Benefits and DD-214
4. Click submit

Note: *For future semesters, you will only need to fill out and submit the online certification form after registering for classes.* |
| ☐ | **Changes to academic schedule:** Due to the hold placed on your account after your initial registration, please contact your SCO immediately if you want to make any changes to your enrollment status. This includes adding courses, dropping courses, withdrawing, degree major changes, or receiving incomplete grades. |
| ☐ | **Tuition waiver:** The Student Accounts Oﬃce on campus requires you to ﬁle your veteran tuition waiver or National Guard tuition waiver with your DD-214 and Certiﬁcate of Eligibility. Student Accounts is located in the Enrollment Center, Second Floor on the Bedford campus or the Cowan Center, Room 317 on the Lowell campus. |
| ☐ | **Health insurance waiver:** If you are taking 9 or more credits, you are also required to ﬁle a health insurance waiver, otherwise you will be billed for health insurance. The waiver can be found in your MyMCC portal.**Health immunization information:** The college requires students to submit proof of immunizations. For more information about what vaccinations are required and how to submit proof, please visit the [Required Immunizations](https://www.middlesex.mass.edu/studentinformationcenter/requiredimm.aspx) website. |
| ☐ | **Disability Support Services:** For more information about classroom accommodations, contact Disability Support Services in Bedford at (781) 280-3630 or in Lowell at (878) 656-3258 or visit the [Disability Support Services](https://www.middlesex.mass.edu/disabilityservices/) website.  |
| ☐ | **Veteran and Military-Connected Virtual Student Onboarding Session:** All new veteran and military-connected students are encouraged to attend this informative session before the beginning of every semester. You will meet Student Services and VITAL staff, learn about resources and the process of transitioning to college. This session also provides you the opportunity to meet other new students. |

**Additional Information**

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| ☐ | **Clubs and Organizations:** Consider joining a club on campus. It is a great way to meet others and have some fun.* Office of Student Engagement’s [Clubs and Organizations](https://www.middlesex.mass.edu/studentactivities/clubsorgs.aspx) website
* [The Veterans Club](https://www.middlesex.mass.edu/VeteransResources/club.aspx)
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| ☐ | **Financial Aid book voucher:** The [Financial Aid Oﬃce](https://www.middlesex.mass.edu/FinancialAid/) can assist with book vouchers. Please visit their oﬃce for assistance.**Post 9/11 GI Bill educational beneﬁt book stipend:** You should receive a payment the ﬁrst week of classes per semester from the VA if certified before the start of the semester.**Chapter 31 Vocational Rehab program book stipend:** Please contact the MCC’s Bedford Bookstore (Campus Center, 781-276-4211) or the Lowell Bookstore (Derby Building, 88 Middle Street, 978-322- 8323) for assistance. |
| ☐ | **Technology****MCC App:** Download the MCC app to have quick and easy access to your email as well as school cancellation notiﬁcations.**Forwarding MCC email to personal email:*** Log into Office 365
* Click the Settings (gear icon) menu in the top-right corner
* In the search field, type *forwarding*
* Click *Start Forwarding*, and enter an email address that you would like your Office 365 account forwarded. (It is recommend enabling the option to keep a copy of forwarded messages.)
* Click *Save*

You may also choose to receive your e-mail using a different e-mail program. This can be done as long as the other e-mail program uses POP3 or IMAP. |