Admissions Checklist

☐ **Apply.** Complete our Online Application at www.southeastmn.edu/apply
- You will be assigned a StarID and create a StarID password. Record them for future use, this will be your login information for your online orientation, email, registration, student account, and computers on campus.

☐ **Complete Online Orientation.** Go to https://www.southeastmn.edu/orientation.
- Our Orientation will prepare you to join us at Southeast; you will learn about our student resources, policies, and financial aid. Make sure to complete the Required Forms at the end of the Conclusion Section.
- Once completed, you will receive a confirmation email within 24-48 hours with your advisor's information.

☐ **Submit Documents.** Visit www.southeastmn.edu/submitdocs for more information.
- Submit an official High School transcript, GED diploma, or request an official transcript be sent from college(s) outside of the Minnesota State system.
- Submit records of your immunizations or verify your exemption.

☐ **Assess Placement.** If your program requires English and/or math, let's find the course that is right for you.
- Visit https://www.southeastmn.edu/placement to learn more about your course placement options.
- Submit your High School GPA, recent ACT, SAT, MCA, or ACCUPLACER scores, or proof of college credit as placement.

☐ **Register for Classes.** Reach out to your advisor to discuss courses and complete the registration process.
- While some faculty may choose to advise students prior to, or outside of scheduled Advising Days, your advisor may suggest you attend an on-campus Advising Day to meet in person to discuss course options.
- Find out when your registration window opens on our College Calendar www.southeastmn.edu/Calendar.aspx

☐ **Financial Aid & Scholarships.** Learn about paying for college at www.southeastmn.edu/payingforcollege
- Complete the FREE Financial Aid Application at www.FAFSA.gov to apply for federal and state grants and loans to help pay for educational expenses. The Federal School Code for Southeast is **002393.**
- Learn about and apply for scholarships at www.southeastmn.edu/scholarships

☐ **Access Online Resources.**
- Visit www.southeastmn.edu/current_student to access your Student Email, our online course platform D2L Brightspace, and learn about resources available to you as a student.

☐ **Get Student ID Card.**
- Get your Student ID Card at the Information Technology Help Desk on-campus
- *This step is not required for fully online programs.*

☐ **Order Textbooks.**
- Order your textbooks at www.southeastmn.edu/bookstore

★ **Attend Classes and Continue Your Educational Journey!**

Have a question? Contact us!

✉ enrollmentservices@southeastmn.edu 📞 **507-453-2700**

Social Media. Follow us for important updates.

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