

# GETTING STARTED

YOUR NEXT STEPS TO **NDSCS-FARGO**



## WELCOME TO **NDSCS-FARGO**

NDSCS faculty and staff are committed to your success both inside and outside the classroom.

This guide will help you **NAVIGATE THE STEPS** leading up to **REGISTRATION** for classes, so please review the information carefully. If you have any questions, let us know. We're here to help!

### **QUESTIONS?**

701-231-6900 | [NDSCS.FargoPrograms@ndscs.edu](mailto:NDSCS.FargoPrograms@ndscs.edu)



1305 19th Ave. N.,  
Fargo, ND 58102

[NDSCS.edu/New2NDSCS](https://ndscs.edu/New2NDSCS)

## **NEW STUDENT CHECKLIST**

- Apply for financial aid
- Become familiar with your estimated costs
- Activate your online services
  - Claim your NDUS account
  - Activate your NDSCS account
  - Access your NDSCS email
- Schedule a placement test, if needed
- Attend a registration day
- Submit final transcripts, if needed
- Purchase textbooks

## FINANCIAL AID OVERVIEW

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NDSCS makes paying for college affordable with both federal financial aid and scholarships available. We're here to help you understand your options and to make it a smooth process for all students.

### APPLY FOR FEDERAL FINANCIAL AID

- 1** Apply for a **Federal Student Aid ID (FSA ID)** with the U.S. Department of Education for both parent and student at **studentaid.gov**. The FSA ID allows the student and parent to sign applications and promissory notes electronically.
- 2** Complete the **Free Application for Federal Student Aid (FAFSA)** as soon as possible after October 1 of each year at **studentaid.gov**. Once completed you will receive an e-mail within five to seven days from the Department of Education.
- 3** If you are selected for verification, the NDSCS Financial Aid office will request a copy of your income tax information and a verification worksheet. Find the verification worksheets at **NDSCS.edu/FinancialAid** and click on the **'Forms'** link.
- 4** Once you receive your financial aid award e-mail notice, accept or decline your financial aid award through CampusConnection.
- 5** If you are accepting a student loan for the first time, you must complete the entrance loan counseling session and a Master Promissory Note. Students can do this at any time at **studentaid.gov**.
- 6** Determine if you need additional resources in addition to the financial aid offered to you. Estimate your costs at **NDSCS.edu/Paying-for-College** and look at Alternative Loans at **NDSCS.edu/Available-Loans**.

### FINANCIAL AID QUESTIONS

**FARGO** 701-231-6937 | **WAHPETON** 701-671-2207  
NDSCS.Fin.Aid@ndscs.edu

### SCHOLARSHIPS

Unlike loans, scholarships never have to be paid back. They are a great way to help pay for college. Scholarships are available from a variety of sources; therefore, you need to be resourceful and initiate the process early each year.

If you completed the scholarship portion of the admission application you will automatically be considered for NDSCS scholarships, watch your mailbox for more information.

Learn more at **NDSCS.edu/Scholarships**. Here you can also complete the NDSCS scholarship application if you were unable to answer scholarship questions when you completed the admission application.

### ENROLLMENT

In order to receive federal, state or NDSCS sponsored aid, a student must be working towards a degree or certificate in an eligible program, with at least half-time active enrollment.

### FERPA

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FERPA (Family Educational Rights and Privacy Act) is a Federal law that protects the privacy of student educational records. To learn more about FERPA and instructions on how to fill out the form, visit **NDSCS.edu/Privacy**.

## REGISTRATION

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Students admitted for fall or summer will receive an invitation for registration with date options and other details beginning in the spring. Students admitted for spring will receive information in late fall. Visit our website at **NDSCS.edu/Registration** for more details.

To help ensure student success, NDSCS uses qualifying exam scores to place students in English and math courses. Qualifying exams may include ACT or SAT college entrance exams or the ACCUPLACER test. You may be required to take the ACCUPLACER test if:

- ACT or SAT was never taken or official scores have not been received by NDSCS;
- ACT or SAT official scores are more than five years old;
- You have never taken any college-level English or math courses.

If you are required to take the ACCUPLACER test, it's important to schedule the exam prior to registering for classes as the result can impact your recommended courses. More information about course placement and ACCUPLACER testing is available at **NDSCS.edu/TestCenter**.

Call 701-231-6919 or email [NDSCS.FargoPrograms@ndscs.edu](mailto:NDSCS.FargoPrograms@ndscs.edu) to schedule your testing appointment.

### BECOME FAMILIAR WITH YOUR ESTIMATED COSTS

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Your overall costs at NDSCS will depend on several factors, including your program of study and other required supplies and equipment. Estimate your costs at **NDSCS.edu/Paying-for-College**.

**Contact Business Affairs with further questions at:**  
1-800-342-4325 ext. 3-2216 | [NDSCS.BusinessAffairsOffice@ndscs.edu](mailto:NDSCS.BusinessAffairsOffice@ndscs.edu)

### ACTIVATE YOUR ONLINE SERVICES

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Before you attend registration and orientation, it is important that you set up your online services by visiting **NDSCS.edu/IT-Setup**. The registration process will go much more quickly if you do this before you arrive.

### BOOKSTORE

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NDSCS-Fargo has a temporary bookstore that opens at the beginning of each semester for students to purchase their books, tools and other supplies. Bookstore hours are posted at NDSCS-Fargo.

Students taking online classes should purchase required textbooks and other materials needed for any online courses through the bookstore online at **NDSCSbookstore.com**.

### REMINDER

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If you are currently enrolled in high school or college you must submit a final transcript when your courses are completed. Final transcript(s) should include graduation and/or course details. Failure to provide a final transcript(s) will prevent financial aid from being disbursed as well as prevent future registration.

NDSCS accepts electronic transcripts from services such as eTranscript, Parchment, Naviance, National Student Clearinghouse, and Docufile. If those services are not available, send official transcripts to:

**NDSCS Enrollment Services**  
800 6th Street North, Wahpeton, ND 58076