Your Checklist to Becoming an Enrolled Student

It’s our top priority to ensure your student experience is seamless, so we’ve listed all the steps you will need to complete to begin your journey. Just follow the steps and click the links to complete each one.

☐ 1. **Login or create a MyExcelsior account** to monitor your status, register for your courses, and access resources.

☐ 2. Review program admission requirements if you’re interested in our **nursing programs** or **graduate degrees**, or to see if you’re eligible for our **partnership rates**.

☐ 3. Submit your application for admission and request that your **official transcripts** be mailed to us from your institution.

☐ 4. If you plan to use financial aid, submit your FAFSA online at [fafsa.ed.gov](http://fafsa.ed.gov) using our Excelsior school code **014251**.
    • You can manage your financial aid status and accept your aid by clicking on **View My Financial Aid Status**.
    • If you don’t plan to use financial aid, proceed to **step 5**.

☐ 5. Receive your results. Once your application is complete, you will receive a review of your credits and course approvals via email for the upcoming term. Your application is valid for three months.

☐ 6. **Submit your enrollment agreement** by selecting **enroll now**. Your admissions counselor will help you select the best **enrollment option**. You should plan on registering for a course or an exam, or transferring new credit from another institution, within the next six months. Otherwise, you will need to re-apply.

☐ 7. If you plan to use financial aid, submit your **study plan**. If you don’t plan to use financial aid, proceed to **step 8**.

☐ 8. **Register for your approved courses**. We have a trimester schedule (fall, spring, summer). If you’re using financial aid, you’ll need to get approvals and submit a study plan for each trimester.

Congratulations, you’re officially enrolled!

If you have questions, use our **comprehensive contact list** that includes the phone number and email for various departments you will work with as an Excelsior College student.