



# Checklist to Becoming Enrolled SEPTEMBER 2023 Full-Time and Part-Time Programs

## \_\_\_\_\_ **Attend an Enrollment Information Meeting**

- At the school

## \_\_\_\_\_ **Submit Application for FREE**

- NOW through **August 1, 2023**
- A fee will be charged for applications after August 1, 2023.

## \_\_\_\_\_ **Submit an Official High School / GED Transcript**

## \_\_\_\_\_ **Complete the FAFSA (if seeking Federal Financial Aid)**

- The 2023-2024 FAFSA (school code 010323) should be completed **as soon as possible**.
- Uses 2021 tax information

## \_\_\_\_\_ **Take the PAX Pre-Entrance Test**

- Must be taken and passed by **August 7, 2023**
- See website and Enrollment Information Packet for details

## \_\_\_\_\_ **Attend Background Check and Drug Testing**

- At the school tentative date **August 11, 2023**

## \_\_\_\_\_ **Schedule your Financial Aid / Payment Meeting**

- See your Enrollment Information Packet for details
- Must be in place by **August 21, 2023**

## \_\_\_\_\_ **Submit Admission Package / Health Forms Approval**

- Turn into office by **August 21, 2023**

## \_\_\_\_\_ **Attend Orientation Day**

- At the school: **TBD 9:00 a.m. until 4:00 p.m.**

*HEMSPN can only accept check or money order. No debit or credit cards*

*Q. What happens if I fail to complete the checklist on time*

*A. You will be asked to join the next class*