



Checklist to Becoming Enrolled

September 2020



_____ **Read and agree with all enrollment material**

_____ **Submit Application with \$50 fee by mail only**

_____ **Official High School / GED Transcript**

_____ **Complete the FAFSA (if seeking Federal Financial Aid)**

- The 2020-2021 FAFSA (school code 010323) should be completed **as soon as possible**.
- Uses 2018 tax information

_____ **Intro to Medical Terminology Course and Math**

- Payment must be received by mail July 31, 2020 to be registered.

_____ **Financial Aid / Payment Meeting**

- Register with Campus Ivy. Complete and track necessary documents.
- Once all requirements are met, can schedule a Financial Aid Award Meeting via conference call
- If other form of payment other than FSA is being used, must schedule a meeting to discuss

_____ **Admission Package / Health Forms**

- These forms are **required** to be completed and mailed to the office for approved prior to **the end of Medical Terminology**.

*HEMSPN can only accept check or money order. No debit or credit cards
No cash is being taken at this time*

*Q. What happens if I fail to complete the checklist on time.
A. You will be asked to join the next class*

