

# Getting Started at Columbus State

## IN FIVE STEPS

This handout provides information for students who are applying for acceptance at Columbus State for the first time.

(If you have previously taken Columbus State classes as a CCP student, or are applying as a transient student, please contact Admissions or check your Columbus State email for next steps.)

### STEP 1

## Apply for Admission

*IMPORTANT: Complete this step if you have not previously started or submitted an application for admission. If you have already started/submitted an application, retrieve it under the "Already Started an Application?" section at [csc.edu/apply](https://csc.edu/apply).*

Visit [csc.edu/apply](https://csc.edu/apply) to complete the free, online admission application. Once your application is submitted, you will receive an email within 2-3 business days, with your admission status and next steps.

### STEP 2

## Apply for Financial Aid, Scholarships, and Additional Services

Go to [fafsa.gov](https://fafsa.gov) to complete the Free Application for Federal Student Aid (FAFSA). The FAFSA may also be accessed through CougarWeb, under "Apply for Financial Aid." To track your financial aid status, log on to CougarWeb and go to "Financial Aid Self Service."

Go to [csc.edu/scholarships](https://csc.edu/scholarships) to apply for Columbus State scholarships. You will automatically be matched with any scholarships for which you qualify, and will receive an email with your next steps, sent to your Columbus State email account.

Go to [csc.edu/military](https://csc.edu/military) to register for military/veteran benefits.

Go to [csc.edu/disability](https://csc.edu/disability) to register for Disability Services.

### STEP 3

## Complete Placement Requirements

Taking the right classes for your knowledge or skill level is key to success. We use multiple measures to determine the best classes for you to start with.

**Submit your transcripts:** Before you register for classes, submit your transcripts ([csc.edu/submittranscripts](https://csc.edu/submittranscripts)) and ACT/SAT test scores if you took the ACT/SAT.

- **ACT:** Visit [act.org](https://act.org) (Columbus State college code 3261)
- **SAT:** Visit [collegeboard.org](https://collegeboard.org) (Columbus State college code 1148)
- **Official transcripts:** Contact the school you attended (many offer online transcript services) and ask them to send your transcript to Columbus State. If you've been out of high school for more than 10 years and don't have documentation, visit [csc.edu/placement](https://csc.edu/placement) to learn your options.

**Schedule your placement tests:** Go to [csc.edu/placement](https://csc.edu/placement) to determine if you need to take any placement tests and schedule your placement testing appointment at our Columbus Campus, Delaware Campus, or Dublin Regional Learning Center.

## STEP 4

### Register for Classes

If you graduated from high school within the past two years and are registering for autumn semester: Watch your Columbus State email for an invitation to New Student Orientation.

All other students attending Columbus State for the first time: Watch your Columbus State email for next steps, including instructions on how to register to attend a New Student Workshop.

**Success Tip:** Research has shown that students who complete required English and math courses in the first year continue in college and graduate at higher levels.

## STEP 5

### Pay Tuition & Fees

Be sure all tuition and fees are paid no later than five days before the start of the semester. Sign into CougarWeb with your Columbus State username and password, then click “Manage My Account” and follow the prompts.

Access CougarWeb at [cougarweb.csc.edu](http://cougarweb.csc.edu)

For more information on tuition and payment deadlines, visit [csc.edu/tuition](http://csc.edu/tuition).

For more information on any of these Admission steps, visit [csc.edu/admissions](http://csc.edu/admissions) or call:

**Columbus Campus** (614) 287-5353

**Delaware Campus** (740) 203-8345