



CHECKLIST FOR FIRST TIME COLLEGE STUDENTS

Picture ID required at all Departments

1. Complete Application for Admission at <https://apply.collin.edu>. Please note application deadlines and other important information. http://www.collin.edu/gettingstarted/admissions/online_app.html
2. College Wide ID (CWID), CougarWeb username and password are emailed.
3. Login to CougarWeb to view holds and class schedule.
*To view holds go to Student Tab, Mandatory Training and Hold Information, View Holds.
(For more information about holds click on Hold Information & Resolution Guide)*
4. Final official high school transcript with graduation date or official GED. Bring to Admissions Office or mail to:

Collin College Admissions
PO Box 8001
McKinney, TX 75069-8001
5. If under 22 years of age, submit proof of having the bacterial meningitis vaccine at least 10 days prior to the start of the term per vaccine state law. Please note: Vaccines expire after five years. If your vaccine is over five years old, you will need to get a booster.

Hand delivery to any on-campus Admissions Office, fax to 972.548.6702 or scan your document and send it to admissions@collin.edu. Please be sure your form includes your full name, date of birth and/or Collin College ID number.
6. Texas Success Initiative (TSI) documentation required – exemption, scores or completion. If not complete you may need to assess. TSI-Assessment can include Reading, Writing and Math. <http://www.collin.edu/studentresources/testing/availabletesting/tsi.html>. You will be required to complete a mandatory pre-assessment activity before you can assess.
7. Visit with Academic Advising for TSI assessment scores review, degree plan, class information, etc.
8. Mandatory Orientation. For more information go to <http://www.collin.edu/orientation> (First Time College Students)
9. Sexual Harassment Training: This is mandatory for every college student. (Completed online only via CougarWeb under Mandatory Training for Sexual Violence on the student tab in CougarWeb).
10. Log in to CougarWeb for class registration. <http://cougarweb.collin.edu>



CHECKLIST FOR NEW OR RETURNING TRANSFER STUDENTS

Picture ID required at all Departments

1. Complete Application for Admission at <https://apply.collin.edu>. Student will need to re-apply if they have not attended within the past year. Please note application deadlines and other important information: http://www.collin.edu/gettingstarted/admissions/online_app.html
2. College Wide ID (CWID), CougarWeb username and password are emailed.
3. Login to CougarWeb to view holds and class schedule.
*To view holds go to Student Tab, Mandatory Training and Hold Information, View Holds.
(For more information about holds click on Hold Information & Resolution Guide)*
4. Official transcripts from all colleges and universities enrolled/attended. Transcripts can also be sent electronically to transcripts@collin.edu from other colleges.
5. If under 22 years of age, submit proof of having the bacterial meningitis vaccine at least 10 days prior to the start of the term per vaccine state law. Please note: Vaccines expire after five years. If your vaccine is over five years old, you will need to get a booster.

Hand delivery to any on-campus Admissions Office, fax to 972.548.6702 or scan your document and send it to: admissions@collin.edu. Please be sure your form includes your full name, date of birth and/or Collin College ID number.

6. Texas Success Initiative (TSI) documentation required – exemption, scores or completion. If not complete you may need to access. You will be required to complete a mandatory pre-assessment activity before you can assess.

<http://www.collin.edu/studentresources/testing/availabletesting/tsi.html>
7. Visit with Academic Advising for degree plan and transfer credits, TSI assessment scores review, etc.
8. Sexual Harassment Training: This is mandatory for every college student. (Completed online only via CougarWeb under Mandatory Training for Sexual Violence on the student tab in CougarWeb.
9. Log in to CougarWeb for class registration. <http://cougarweb.collin.edu>