

Transition to College Tasks



Task	Deadline	Notes and Next Steps
Log in to the student Portal.	Before advising the appt	Arrive 15 minutes before
Register for Orientation.	Before attending the quarter	Running Start Only
Review Financial Aid status.	Before the first week of classes	Pay attention to email
Return Verification documents to financial aid.	When prompted	If applicable
Check that prior college credits have been evaluated.	8-12 weeks before the second quarter	If applicable
Complete housing application.	After acceptance	If applicable
Attend Orientation.	At the scheduled date	Running Start Only
Meet with Accessibility/ Disability Services to arrange accommodations.	After acceptance	If applicable
Register for classes.	After acceptance of admission, transfer of transcripts/placement test on campus	Dates may change depending on eligibility
Review your bill.	Before the first week of classes	Non-Running Start
Accept financial aid.	Before the first week of classes	Non-Running Start
Explore other aid options if there is an unpaid balance.	Look into the Emergency Grant, Outside scholarships, BFET, WorkFirst, Work Force, Chehalis School District Alumni	Certain opportunities may be available to those eligible
Make final payment to the billing office (payment plan, alternative loan, pay in full).	BEFORE DEADLINE	Non-Running Start
Review and purchase books and supplies.	Within the first week of classes, preferably earlier.	Look at the class syllabi for required materials
Pay the housing deposit.	Before the deadline, as early as possible	If applicable
Submit immunizations.	Not applicable	Not applicable

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Waive health insurance.	After acceptance	If applicable
Check out a campus map (or take a walk around campus) to find out where your classes will be.	At least a day before classes begin, if desired.	The welcome desk offers tours are available at the welcome desk
Check the class syllabus (if provided by the teacher) and record important deadlines. Also, double-check materials for class.	As soon as the class is listed	Be sure to read through the entire syllabus, as many classes have a quiz based on it.
Create a communication plan with family and close friends, determining how you will communicate (e.g., text, call, message) and when (e.g., daily, weekly, monthly).	Before classes begin, at least one week in advance.	Having someone to talk to is a great thing during the quarter.
Look at the semester calendar to be aware of add/drop and withdrawal periods.	At least a week before classes begin	Adding, dropping, or withdrawing classes may affect your financial aid; therefore, be sure to contact the financial aid office if this applies.
Discuss with your roommate who will bring what.	Before move-in	If applicable
Ensure you have access to technology - purchase a laptop (and a carrying case).	Before the first week of classes	Computer labs and computer borrowing programs are available
Buy school supplies - pencils, USB drives, notebooks.	Before the first week of classes	Check syllabi for required class materials
Search for jobs on campus.	After acceptance	If applicable (Listings may not be available until the start of school)
Have transcripts sent to my accepted college.	After acceptance	High School Transcripts » Placement & Testing Center (highline.edu)
Learn who your roommate is and communicate with them.	ASAP	If applicable (If possible, meet up at Orientation)
Visit the TRIO SSS office.	After acceptance	If applicable
Attend and get involved.	Right after acceptance	