



Enrollment Checklist

For Programs 600+ Hours



STEP 1 - APPLY

Fill out a free online application at: www.stech.edu/apply



STEP 2 - FACE TO FACE

Meet with our Academic Counselor and review "Program Introduction."
(Health Professions & Welding: Schedule an appointment with Program Coordinator.)



STEP 3 - CREATE A FINANCIAL PLAN

Meet with our Financial Aid Advisor and create your "Financial Plan."
(Federal Pell Grant, Veterans (VA), Sponsors, Self-Pay, and Scholarships.)



STEP 4 - ENROLL

Pay your Annual Enrollment Processing Fee of \$40. Enroll and complete Student Success course.



STEP 5 - PERSONALIZED TRAINING PLAN

Develop "Personalized Training Plan" with Academic Counselor (or Program Coordinator). Enroll in your next program course with an Enrollment Technician in Student Services.



SOUTHWEST TECH

NEW STUDENT PROGRAM INTRODUCTION

Please take this completed and initialed document to Student Services to discuss Financial Aid/Scholarships and Enrollment.

✔ PROGRAM OVERVIEW

Specific program of interest, how courses are taught, how quickly you can progress, pre-qualifications/requirements, dress code, etc.

✔ END RESULT/OUTCOME

Employment opportunities, certifications, further education or articulation opportunities

✔ SCHEDULE COMMITMENT

Time of day, study time, start dates (fixed or open enrollment)

✔ TIME COMMITMENT

Hours per week, length of program (keep in mind school closure dates)

✔ COST

Actual cost for program, financial aid available, potential job opportunities, industry or department specific scholarships

Program Start Date (Student Success): _____

Program Coordinator Initials: _____