

FLORIDA GATEWAY COLLEGE



OFFICE OF ADMISSIONS
 149 SE College Place • Lake City, Florida 32024
 386-754-4396 • www.fgc.edu

STEPS FOLLOWING ADMISSION

STEP	SUBJECT	ACTION	SOURCE
1	ACADEMIC CALENDAR	<u>Read and Review</u> – Students should review and become very familiar with the college’s Academic Calendar as the calendar reflects <i>critical dates</i> and <i>deadlines</i> re: enrollment at FGC.	www.fgc.edu Select: “Critical Dates”
2	TRANSFER STUDENTS	<u>Request Official Transcripts</u> - Official transcripts from each postsecondary institution attended by the student must be received <i>and evaluated</i> by Registrar’s Office staff before registration and/or the award of financial aid can occur.	Please contact the school where you attended to request your official transcript which should be mailed to FGC – Attn: Office of Admissions
3	FINANCIAL AID	<u>Apply for Financial Aid</u> – Students desiring financial aid are encouraged to apply for aid early (recommended six months in advance of enrollment).	www.fafsa.ed.gov Application is free FGC School Code: 001501
4	TESTING ¹	<u>Prepare for Placement Testing</u> – The following exams are administered at the FGC Test Center located in Building 17/Main Campus: CLEP; FBAT; HESI; PERT; TABE and the Pearson VUE GED®.	www.fgc.edu Select: “Future Students”; “Test Center” to make an appointment.
5	ORIENTATION	<u>View the FGC Orientation Video</u> - All students are required to watch the college’s orientation video. The video contains the advising contact information you will need to arrange your mandatory academic advising session. Placement scores, if required ¹ must be on file for advising and registration.	www.fgc.edu Select: “Future Students”; “Orientation”

¹ **Effective Spring 2014 (F.S. 1008.30) - Common Placement Testing for Public Postsecondary Education:**

(4)(a) A student who entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma or a student who is serving as an active duty member of any branch of the United States Armed Services shall not be required to take the common placement test and shall not be required to enroll in developmental education instruction in a Florida College System institution. However, a student who is not required to take the common placement test and is not required to enroll in developmental education under this paragraph may opt to be assessed and to enroll in developmental education instruction, and the college shall provide such assessment and instruction upon the student’s request.

• Project EXCEL provides **free placement test preparation** for the PERT! Boot camp for math, reading and writing brush-up is offered two weeks prior to the start of each semester with re-PERT opportunity!

For more information call: (386) 754-4413; 754-4445 or 754-4458 and/or stop by Bldg. 007/Main Campus.