

**START HERE**  
**STUDENT ATHLETE TO DO LIST**

- Apply to Yavapai College. Students must be admitted to Yavapai College.  
Go to [www.yc.edu](http://www.yc.edu)  
Click on **BECOME A STUDENT** & follow the Directions. Make sure you complete all pages of the online application.  
When you complete the application you will receive a **USERNAME** and **TEMPORARY PASSWORD**. Log in, and you will be prompted to change your **PASSWORD** to a permanent **PASSWORD**. Write them down and save for later.
- Provide your Academic Advisor your **ACT** or **SAT** results. Please refer to the Athletic Procedures Detailed Handout for specific score results. If your results are not high enough, take **COMPASS Skills Assessment**. To schedule an appointment, call: 928-776-2200. Plan on spending up to 1 ½ hours and take your time. If you rush, you may impact your scores, and may not be correctly placed. Other assessment results Yavapai accepts are: **Accuplacer** or **Asset**. Assessments are required for the following areas:
  - Reading Comprehension
  - Math
  - English Composition
- Follow-up with Academic Advisor to determine your Academic Program and to develop an Academic plan. Contact **928-776-2106** to schedule your 30 minute telephone or SKYPE appointment.
- If you have a documented or a suspected learning disability, please contact 928-776-2079 for services designed to help you succeed.
- Request your **final high school transcript** to be sent to Yavapai College following graduation. Please be sure your transcript has your graduation date and final grades posted. Send them to:  
Yavapai College  
Registrar's Office  
1100 E. Sheldon Street  
Prescott, AZ 86301
- Request **official transcripts from any previously attended colleges or universities**. Send them to:  
Yavapai College  
Registrar's Office  
1100 E. Sheldon Street  
Prescott, AZ 86301
  - Call 928-776-2149 to ask for your transcripts to be evaluated, or go to the following link:  
<http://www.yc.edu/v4content/registration/transcripts.htm>. This should be done approximately two weeks after you requested your transcripts to be sent.
- Register through the NCAA Clearing House to determine if you are a qualifier for NCAA eligibility purposes. Provide results from the Clearing House to your academic advisor.
- Apply for Housing and submit \$300 deposit. Submit MMR and MM4 immunization documentation with application. Please refer to the **Athletic Procedures Handout** for complete details.
  - Review Standards of Residence and Code of Conduct
- Apply for Financial Aid on or after January 1st
  - Federal Aid: Complete FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Priority Deadline: April 1. Check you PORTAL, "My Financial Aid" for eligibility
  - Yavapai Institutional Scholarships at [www.yc.edu](http://www.yc.edu). Deadline: April 1
  - Outside Scholarships at [www.fastweb.com](http://www.fastweb.com)Please refer to the **Athletic Procedures Handout** for complete details.
- REGISTER FOR CLASSES:  
Go to [www.yc.edu](http://www.yc.edu). Sign into **MY YC PORTAL LOGIN**
  - Type in **USERNAME** and **PASSWORD**
  - Please make note of **Student ID Number (Y#)** in upper left hand corner (write it down and save for future use.)
  - Select **MY SERVICES**
  - Select: **SEARCH AND REGISTRER FOR CLASSES**
- Check your Portal to ensure your balance is paid.**

**For further information on any of these processes, contact your academic advisor at **928-776-2106**.**