

ENROLLMENT CHECKLIST

Below is a checklist of the steps you need to take and the forms you need to complete in order to register for classes at Hilbert College and to get the most out of your college experience. Forms listed below in italics will be found in the forms section at the back of the Enrollment Kit.

Before Registration

Actions to take; forms to complete and submit; and associated steps before registration:

	Completed	Date
1. Apply for your U.S. Department of Education PIN at www.pin.ed.gov (<i>See page 18</i>)	<input type="checkbox"/>	_____
2. Fill out the Free Application for Federal Student Aid (FAFSA) – at www.fafsa.ed.gov (Hilbert's code is: 002735) (<i>See page 18</i>)	<input type="checkbox"/>	_____
3. Complete and submit the <i>Tuition Deposit Form</i> (<i>See page 31</i>) and make your \$50 Tuition Deposit (<i>See page 23</i>)	<input type="checkbox"/>	_____
4. Complete and submit the <i>Housing Application Form</i> (<i>See page 33</i>) and make your Housing Deposit (\$100 for Residence Hall; \$150 for Apartments) (<i>See page 11 and page 33</i>)	<input type="checkbox"/>	_____
5. Take the Math and English Placement Tests (<i>See page 7</i>)	<input type="checkbox"/>	_____
6. Schedule a Registration Appointment (<i>See page 7</i>)	<input type="checkbox"/>	_____
7. Have your final, official high school and/or college transcript sent to the Office of Admissions. This includes official transcripts for college courses taken while in high school.	<input type="checkbox"/>	_____

Following Registration

Forms to complete and submit and actions to take following registration:

8. Complete and submit the <i>Orientation Session RSVP Form</i> (<i>See pages 8 and 35</i>)	<input type="checkbox"/>	_____
9. Health Forms (<i>See pages 23-25</i>)		
<i>Mandatory for All Students</i>		
a. Complete and submit the <i>Immunization Form</i> (<i>See page 37</i>) For Fall '10 students, forms must be submitted by Oct. 1	<input type="checkbox"/>	_____
b. Complete and submit your <i>Emergency Contact Form</i> (<i>See page 39</i>)	<input type="checkbox"/>	_____
c. Complete and submit the <i>Meningitis Form</i> (<i>See page 38</i>) (Meningitis shots are mandatory for resident students only.) For Spring '11 students, forms must be submitted by Feb. 1	<input type="checkbox"/>	_____
<i>Mandatory for Resident Students and Athletes</i>		
d. Complete and submit the <i>Physical Examination Form</i> (<i>See page 41</i>)	<input type="checkbox"/>	_____
e. Provide Health Insurance information (<i>See page 23</i>)	<input type="checkbox"/>	_____
<i>Optional for All Students</i>		
f. Complete and submit the <i>Mental Health Release Form</i> (<i>See page 40</i>)	<input type="checkbox"/>	_____
Required Action:		
10. Request that your final transcripts be sent to Hilbert	<input type="checkbox"/>	_____



ENROLLMENT CHECKLIST *cont.*



Hilbert Fast Fact

90% of Hilbert students qualify for financial aid.

Optional Actions for Individual Circumstances

Complete only if they apply to you:

	Completed	Date
11. For international students, get Form I-20 at the Registrar's Office	<input type="checkbox"/>	_____
12. For students with disabilities, find out what accommodations are available for your disability at the Academic Services Center (<i>See page 26</i>)	<input type="checkbox"/>	_____
13. For Veterans, get benefits information/form at Veterans Office (<i>See page 26</i>)	<input type="checkbox"/>	_____

Optional Surveys

please complete and submit:

Campus Ministry Survey (<i>See page 43</i>)	<input type="checkbox"/>	_____
Student Life Interest Survey (<i>See page 45</i>)	<input type="checkbox"/>	_____

FOR MORE INFORMATION:

Office of Admissions: (800) 649-8003 • (716) 649-7900, Ext. 211 • admissions@hilbert.edu

