

ABOUT TRINIDAD STATE

APPLICATION AND ENROLLMENT PROCEDURES

Application and Enrollment Procedures

Detailed application procedures can be found at <https://trinidadstate.edu/apply/>. In general, enrollment in Trinidad State College consists of the following:

1. Apply for Admission (It's FREE!)

Apply online at by clicking [Apply](#) on the drop-down Admissions menu or from the Quick Links at the bottom of each web page. If you have questions, email TS.admissions@trinidadstate.edu.

Once you have been accepted, you will be given a Student ID Number (S#). You will receive your S Number in your acceptance letter and email confirmation. You will need your S# to take the Accuplacer test, log into the portal, log onto school computers, for registration, etc.

2. Apply for Financial Assistance

Complete the Free Applications for Federal Student Aid (FAFSA) to apply for federal, state, and institutional grants, work-study, and student loans at <https://studentaid.gov/h/apply-for-aid/fafsa>. The priority deadline for the FAFSA is May 1 every year. Allow at least 4-6 weeks for processing. After May 1 you can still apply, but funding may be limited. Our school code when filling out the FAFSA is 001368.

If you have been a Colorado resident for twelve consecutive months, you are entitled to a state stipend for attending college! Did you check the box to apply for COF in your application? If not, sign up for the College Opportunity Fund (COF) online at <https://cof.college-assist.org/> and go to the apply link. Once you apply, you'll be asked to authorize COF when you register for classes.

**** Note:** COF is not the same as federal student aid**

Be sure to apply for scholarships!

For more information visit: <https://trinidadstate.edu/scholarships/index.html> Scholarships deadlines vary. Check the website for details.

3. Meet the Academic Placement Requirements

If you need to, you may qualify for an exemption to the test if you have recent ACT or SAT scores (within the last five years), or meet the exemption requirements. Please bring a copy of unofficial high school or college transcripts, Accuplacer scores, ACT or SAT scores when you meet with an Academic Advisor.

Take the placement test. The test is an untimed, online/computer-based, multiple-choice placement test, to assess your current academic skill levels in reading, math, and English for placement into classes. You must bring your Student ID number and a government issued ID with picture to take the test.

4. Meet with an Academic Advisor

An Advisor will help interpret your options for placement test exemption, review educational goals, interpret academic placement results, create an educational plan and review program requirements. Always bring your student photo ID for service.

5. Log into the TSC Portal (Student Account and Activate your TSC e-mail)

From the TSC website go to the Portal link at the bottom of the TSC home page. To log in for the first time, use your S# and your 6-digit birth date (MMDDYY) as the password at the login screen. You will be asked to reset your password when you first log in, for security purposes. You can check e-mail, search and register for classes, pay

tuition, view financial aid status, access online courses, and more in the Portal.

All official communication from Trinidad State are delivered through your student email. For assistance with portal login, contact IT Support Desk Trinidad:(719) 846-5663; IT Support Desk Valley: (719) 589-7105

6. Register for Classes

To register online, login to the Portal and click on the "Student" tab to register for classes. Use the 5-digit CRN# in the class schedule to add a class to your schedule.

Verify your Academic Plan in Degree Works, located in the Portal, under the "Student" tab.

To register in person and identify your program pathway, meet with an Academic Advisor.

7. Get your Student ID

Get your official TSC ID card. Your ID card gives you access to the library, computer labs, and other services on campus in addition to discounts around town. Bring a state-issued photo ID, your current class schedule, and S number to the admissions office on either campus.

8. Complete the Payment Process

Login to the Portal. Click on the "Pay My Bill" icon. TSC accepts credit card payments through the portal. Or call the business office at 1-800-621-8752 ext 5547. If you anticipate receiving financial aid, you may be eligible to charge your books at the bookstore. For more information, visit the Welcome Center office on the Valley Campus or the Cashier on the Trinidad Campus.

You will receive a refund card in the mail 7-10 days after registration. Go online to activate your card and select your refund preference.

Note: After you receive your refund card, if you need assistance with your card see the Student Success Center in the Library (Trinidad), or the Welcome Center office on the Valley Campus.

9. Purchase Books & Supplies

Books and supplies are available at the Bookstore on either campus. Bring your printed class schedule, photo ID, and tuition calculation (if applicable) to buy your books and supplies at the TSC Bookstore. For more information on the bookstore, please go to the following website: <http://trinidadstate.edu/bookstore/index.html>

10. Be Successful!

TSC is proud to provide academic support to every student who needs it.

- TRIO Student Support Services -Trinidad Campus: Student Success Center – 719-846-5665
- TRIO Student Support Services -Valley Campus: Welcome Center – 719-589-7063
- Student Success Center Trinidad: (719) 846-5664
- Welcome Center Valley: (719) 589-7067