## STEPS

<table>
<thead>
<tr>
<th>1. EXPLORE NC TRACKS</th>
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<tr>
<td>1. Visit <a href="http://majors.navarrocollege.edu">majors.navarrocollege.edu</a> and review tracks and programs.</td>
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<tr>
<td>2. <a href="#">Request information</a> on program(s) of interests.</td>
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<tr>
<th>2. APPLY FOR ADMISSIONS</th>
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<tr>
<td>New Students or Returning Students who have not enrolled with NC for more than 1 year:</td>
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<tr>
<td>1. Complete a free admissions application online at <a href="http://applytexas.org">applytexas.org</a></td>
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<tr>
<td>2. Submit All Official Transcripts</td>
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<tr>
<td>▪ Beginning student: Official High School Transcript or High School Equivalency (HSE) Scores</td>
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<td>▪ Transfer student: Official transcripts from all colleges attended.</td>
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<tr>
<td>3. Submit Proof of Bacterial Meningitis Vaccination</td>
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<tr>
<td>▪ Must be submitted 10 days before the first day of class.</td>
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<tr>
<td>▪ Exemption information is available online at <a href="http://vaccine.navarrocollege.edu">vaccine.navarrocollege.edu</a></td>
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<td>4. If required, submit proof of residency. This is only if requested by the Admissions Office.</td>
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## CONTACT INFORMATION

<table>
<thead>
<tr>
<th>STUDENT RECRUITMENT</th>
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<tbody>
<tr>
<td>Phone: 903.875.7343</td>
</tr>
<tr>
<td>Email: <a href="mailto:student.recruiting@navarrocollege.edu">student.recruiting@navarrocollege.edu</a></td>
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<tr>
<th>OFFICE OF ADMISSIONS AND RECORDS/REGISTRAR'S OFFICE</th>
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<tbody>
<tr>
<td>Phone: 903.875.7700</td>
</tr>
<tr>
<td>Email: <a href="mailto:admissions@navarrocollege.edu">admissions@navarrocollege.edu</a></td>
</tr>
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All admissions documents, including official transcripts (in a sealed envelope), may be mailed or hand delivered at specific locations.

Mail: Navarro College
Office of Admissions and Records
3200 West 7th Avenue
Corsicana, Texas 75110

Drop-off Box:
Navarro College - Corsicana Campus
Gooch One Stop Student Center - East side by Veteran’s Office or
Richard Sanchez Library - Drop-off box is located on the east side of library

Email: All admission documents (except official documents) can be emailed to admissions@navarrocollege.edu.
3. APPLY FOR FINANCIAL AID AND SCHOLARSHIPS
   1. Visit https://www.navarrocollege.edu/costs-aid/ for information and instructions
   2. U.S. Citizens/Eligible Non-Citizen will apply on https://studentaid.gov/
      a. The Navarro College school code is 003593.
   3. Students admitted under House Bill 1403/Senate Bill 1528, see the Financial Aid office or go to http://www.thecb.state.tx.us/DocID/PDF/12712.PDF to apply for the Texas Application for State Financial Aid (TASFA)
   4. After 3-5 business days, log on to selfservice.navarrocollege.edu
      a. Click on Financial Aid and complete the checklist
   5. For scholarship opportunities, visit scholarships.navarrocollege.edu
      a. College scholarships application OPEN
         ▪ January 6, 2020 – May 29, 2020
      b. Brilliance Dual Credit Scholarship OPEN
         ▪ January 21, 2020 – May 1, 2020 (12 pm)

4. APPLY FOR HOUSING
   1. Complete an application online at housing.navarrocollege.edu
   2. Submit a $240 Housing deposit
   3. Pass a background check

   STEPS PRIOR TO HOUSING CHECK-IN
   1. Enroll in 15 semester credit hours and check-out on selfservice.navarrocolleg.edu with financial aid, payment plan or full payment. *Average cost of tuition and fees is $2,278
   2. Pay room and board online on selfservice.navarrocollege.edu by going to Student Finance and My Room & Board Plan. *Average room and board is $3,498
   3. Review and submit Housing Agreement Terms and Conditions
   4. Complete the online Personal Property Information form
   5. Familiarize yourself with rules and policies
   6. Consider personal property insurance for your belongings

FINANCIAL AID
Phone: 903.875.7400
Email: financial.aid@navarrocollege.edu

RESIDENCE LIFE
Phone: 903.875.7541
Email: housing@navarrocollege.edu
5. **COMPLETE A PLACEMENT TEST**

At this time, we recognize that some students may not be able to test the Texas Success Initiative Assessment (TSIA) because of campus closure. Please complete the form at [https://bit.ly/39M8WAX](https://bit.ly/39M8WAX) so we can determine your specific needs and testing options:

**STEPS TO TESTING**

1. Students must take the Texas Success Initiative (TSI) Assessment and submit test scores at time of registration. Exemptions are available online at [http://www.collegeforalltexas.com/index.cfm?objectid=692E2997-F0A4-B211-3A9EAE77E055A8E3](http://www.collegeforalltexas.com/index.cfm?objectid=692E2997-F0A4-B211-3A9EAE77E055A8E3) or visit collegeforalltexas.com and click on Texas Success Initiative Assessment (TSIA).

2. Complete the Pre-Assessment Activity online prior to taking the TSI Assessment for the first time at: [tsipreview.com](http://tsipreview.com).

3. Make an appointment with the Testing Center available at each campus. Go to testing.navarrocollege.edu for more information. On day of testing, bring the $35 Testing Fee and Photo ID.

6. **REQUEST AN APPOINTMENT WITH AN ADVISOR**

1. To connect with the appropriate advisor, complete this form at [https://bit.ly/3a3he7G](https://bit.ly/3a3he7G).

2. To prepare for your appointment with an advisor, please complete the following steps:
   - Submit all transcripts.
   - Submit Bacterial Meningitis (All students 22 and younger).
   - Complete and submit TSI scores if required.
   - Visit [https://www.txcte.org/resource/texas-genuine](https://www.txcte.org/resource/texas-genuine) and review different career and program options.
   - Write down any questions you may have for your advisor.
     - Educational & Career Goals
     - Transfer questions
     - Timeline to completion or transfer

**TESTING CENTER**

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<thead>
<tr>
<th>Campus</th>
<th>Phone</th>
<th>Email</th>
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<tbody>
<tr>
<td>Corsicana Campus</td>
<td>903.875.7457</td>
<td><a href="mailto:Corsicana.Testing@navarrocollege.edu">Corsicana.Testing@navarrocollege.edu</a></td>
</tr>
<tr>
<td>Waxahachie Campus</td>
<td>972.923.6429</td>
<td><a href="mailto:Waxachie.Testing@navarrocollege.edu">Waxachie.Testing@navarrocollege.edu</a></td>
</tr>
<tr>
<td>Midlothian Campus</td>
<td>972.775.7208</td>
<td><a href="mailto:Midlothian.Testing@navarrocollege.edu">Midlothian.Testing@navarrocollege.edu</a></td>
</tr>
<tr>
<td>Mexia Campus</td>
<td>254.562.3848 ext. 5210</td>
<td><a href="mailto:Mexia.Testing@navarrocollege.edu">Mexia.Testing@navarrocollege.edu</a></td>
</tr>
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**ACADEMIC ADVISING**

<table>
<thead>
<tr>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>903.875.7397</td>
<td><a href="mailto:advising@navarrocollege.edu">advising@navarrocollege.edu</a></td>
</tr>
</tbody>
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Please email advising@navarrocollege.edu or complete this [https://bit.ly/3a3he7G](https://bit.ly/3a3he7G) to have an advisor reach out to you.
**COMPLETE PRE-REGISTRATION BY CHECKING OUT**

1. Pay by phone on **Monday-Thursday 8am-5pm** and **Fridays 8am-12pm** by calling one of the numbers below.
   - (903) 875-7326 – Corsicana Campus
   - (972) 937-6411 – Waxahachie Campus
   - (972) 775-7200 – Midlothian Campus
   - (254) 562-3848 – Mexia Campus

2. **Starting April 27th** – pay online 24/7 on Self-Service
   - Log on to [selfservice.navarrocollege.edu](http://selfservice.navarrocollege.edu)
   - Click on **Student Finance** to view latest statement
   - To pay online or sign-up for a payment plan, click on **My Payment Plan**
   - To apply for Financial Aid, click on **Financial Aid** and review **Financial Aid Offer Letter**.

**CASHIER’S OFFICE**
- Corsicana Campus: 903.875.7326
- Mexia Campus: 254.562.3848
- Midlothian Campus: 972.775.7200
- Waxahachie Campus: 972.937.6411
- Website: [payfor.navarrocollege.edu](http://payfor.navarrocollege.edu)

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1. **8. REQUEST YOUR STUDENT ID AND PARKING PERMIT**
   1. Log on to [selfservice.navarrocollege.edu](http://selfservice.navarrocollege.edu)
   2. Under **User Options**, go to **Vehicle Registration**
   3. Complete the Vehicle Registration Form

**OFFICE OF ADMISSIONS AND RECORDS/REGISTRAR’S OFFICE**
- Phone: 903.875.7700
- Email: admissions@navarrocollege.edu
2. **PURCHASE BOOKS AND SUPPLIES ONLINE**
   1. Log on to [http://bookstore.navarrocollege.edu](http://bookstore.navarrocollege.edu) and select a campus
   2. Click on **Purchase Textbooks**

**CURBSIDE PICK-UP**
To schedule a curbside pick-up, call the Bookstore on any campus to make arrangements.

**BOOKSTORE**
Corsicana and Mexia Campuses:
Phone: 903.875.7386
Email: terri.mitchell@navarrocollege.edu
Phone: 903.875.7385
Email: nancy.johnson@navarrocollege.edu
Phone: 903.875.7388
Email: jim.botkin@navarrocollege.edu

Waxahachie Campus:
Phone: 972.923.6445/6446
Email: erin.green1982@navarrocollege.edu

Midlothian Campus:
Phone: 972.775.7241
Email: angel.newman@navarrocollege.edu