

Student ID: _____



GETTING STARTED AT MORTON COLLEGE — STEPS FOR ENROLLMENT

STEP 1 - APPLY FOR ADMISSION

Online: www.morton.edu - "Apply Now" **OR** **In Person:** Office of Admissions and Records, 1st floor Building B.



After the application is submitted, a student ID number is generated automatically. Please take note as this is your new Morton College Student ID number for registration purposes and appointment scheduling.

STEP 2 - SUBMIT OFFICIAL TRANSCRIPTS

All official high school and/or college transcripts must be submitted officially in a sealed envelope or electronically to the Office of Admissions and Records. College transcripts are evaluated per student request only.

ADMISSIONS AND RECORDS | Building B, 1st Floor 708.656.8000, ext. 2346

STEP 3 - FINANCIAL AID PROCESS



Complete FAFSA. Visit www.fafsa.ed.gov and use our school code **001728** (Eligibility may vary). *Morton College Financial Aid Office offers free workshops to help you fill out FAFSA on our campus. Please complete additional MORTON COLLEGE FINANCIAL AID REQUIREMENTS by visiting 232B. High School Transcripts MUST be submitted officially to request Financial Aid.*

Scholarships. These opportunities are available to ALL students who apply. Application deadlines may vary by year.

FINANCIAL AID DEPARTMENT | Room 232B 708.656.8000, ext. 2428

STEP 4 - PLACEMENT EXAM



The Placement Exam is only intended for students who are pursuing a degree/certificate that requires English/Math. **Study guides are available in the Academic Advising Department or online at the Morton.edu homepage.** Students are placed into levels depending on the exam results. Some students may be able to waive portions of the Placement Exam based on their high school classes, test scores, or AP/CLEP credits. Please contact the Academic Advising Department for details.

ACADEMIC ADVISING | Building B, 1st Floor 708.656.8000, ext. 2250

STEP 5 - PANTHER PORTAL



Here you can check your MC Email, print/view or change your schedule, register for classes, check your financial aid status, pay your balance, access your balance, access Blackboard, see end of the semester grades, and much more.

MIS HELP DESK | Room 205B 708.656.8000, ext. 2444

STEP 6 - NEW STUDENT ORIENTATION (NSO)

All new students must attend both parts of orientation. You will need to log in to your Panther Portal to access NSO Part I online. NSO Part II will take place on campus in August. Please call Academic Advising to RSVP.

ACADEMIC ADVISING | Building B, 1st Floor 708.656.8000, ext. 2250

STEP 7 - MEET WITH YOUR ACADEMIC ADVISOR



Each student is assigned to a specific advisor based on the degree they are following, credits earned, and last name.

An academic advisor can help students to plan out their semester schedule, clarify any questions about transferring to a university, and much more. Students can schedule an appointment with their academic advisor by calling Advising.

ACADEMIC ADVISING | Building B, 1st Floor 708.656.8000 | ext. 2250

STEP 8 - PAY YOUR TUITION



Options include: FAFSA, Student Loans, Scholarships, Payment Plan, check, credit card, and cash. If you are using Financial Aid, please verify with financial Aid office upon registration. Payment Plan schedules are available at the cashier's office.

CASHIER'S OFFICE | Building A, 1st Floor 708.656.8000, ext. 2268

STEP 9 - BOOKS & SUPPLIES



The Morton College Bookstore staff can help you find the books you need for each class using your Student ID card and class schedule. Students can also rent books and buy other supplies from here.

MC BOOKSTORE | 134C 708.656.8000, ext. 2222

STEP 10 - ATTEND CLASSES!!!

Make sure you print out your semester schedule before the first day of class to know where the classes are located. You can access your schedule online in your Panther Portal.

ADMISSIONS AND RECORDS | Building B, 1st floor 708.656.8000 | ext. 2346

WELCOME PANTHER!