



Admissions Checklist

Thank you for applying to York County Community College!

To find out next steps, please follow the checklist below:

- **Request that all of your official transcripts be sent to the Admissions Office.**
This includes high school transcripts as well as any post-secondary work. We need these to get you fully accepted, transfer in credits you have already taken, and waive prerequisites.

Transcripts should be sent to:

York County Community College
Office of Admissions
112 College Dr. Wells, ME 04090

Official electronic copies can be sent to:

admissions@yccc.edu

- **Have any test scores or Prior Learning Credits sent in to be evaluated.**
This includes AP, SAT, CLEP, military credits, etc. Please send to the same address as listed above. For more information on Prior Learning credits, please visit <https://www.yccc.edu/academics/academic-affairs/prior-learning-credits/>

- **Send in your immunization records.**
The state of Maine requires verification of two doses of MMR (Measles, Mumps, and Rubella) as well as a current Tetanus vaccine. You can either have your doctor's office complete the YCCC Immunization Form, or they can send a copy of your vaccination records to:

Email: enrollmentservices@yccc.edu

Fax: (207) 641-0837

- **Complete your FAFSA and submit financial aid documents.**
If you are planning to use financial aid, you must complete a FAFSA using YCCC school code **031229** as well as any additional documentation they request.
For more information on Financial Aid, please visit <https://www.yccc.edu/admissions-aid/paying-college/financial-aid/>

- **Setup your Assessment & Registration appointment with the Office of Admissions.**
If you had transfer credits (or sufficient SAT scores) that waived English and Math placement testing, you will come in to meet with an advisor and register for classes. At this appointment, you will discuss what classes you need to take for your degree program, you will learn how to log in and register for classes, tour the campus, etc.

If you have not yet placed into English and Math, you will need to take an Accuplacer test to place you into the appropriate Math and English courses. This is a computerized test that you take at YCCC. It is not timed, and you will be given access to an electronic calculator when applicable. After the test, you will discuss the results as well as what classes you need to take for your degree program, you will learn how to log in and register for classes, tour the campus, etc.

To reach our **Admissions Staff**, call one of the numbers listed below:

Jane (207) 216-4408

Deidre (207) 216-4414

Fred (207) 216-4406

➤ **Register for New Student Orientation!**

It is highly encouraged that students new to YCCC attend the New Student Orientation where they will tour the campus and attend valuable workshops to learn how to be successful as a student. They will learn about the various campus resources available to them, as well as mingle with fellow students, faculty, and staff, and receive their student ID card.

To register for New Student Orientation call Deidre at (207) 216-4414

➤ **Purchase your textbooks and supplies.**

For more information on your required materials, visit <https://www.yccc.edu/support-services/public/bookstore/>

➤ **Know how to log in to your student portal and email accounts**

Follow the instructions given to you at your Admissions appointment or visit, https://my.yccc.edu/ICS/Campus_Services/IT/