

Admissions Checklist

STAR ID _____

STUDENT ID _____

Recover your login information at
<https://starid.minnstate.edu>

- ☐ **Apply.** Complete our Online Application at www.southeastmn.edu/apply
 - You will be assigned a StarID and create a StarID password. Record them for future use; this will be your login information for your online orientation, email, registration, student account, and computers on campus.
- ☐ **Complete the Required Online Orientation.** Complete at <https://www.southeastmn.edu/orientation>.
 - Our Orientation will prepare you to join us at Southeast. You will learn about our student resources, policies, and financial aid. **You will first need to set up your Southeast email and your multi-factor authentication.**
 - Once completed, you will receive a confirmation email within 24-48 hours with your advisor's information.
- ☐ **Submit Official Documents.** Visit www.southeastmn.edu/submitdocs for more information.
 - Submit an official high school transcript, GED diploma, or request an official transcript from a college outside of the Minnesota State system to verify your application and remove your registration hold (online orientation must also be completed). Official transcripts should be sent to transcripts@southeastmn.edu.
 - Minnesota State transcripts are retrieved automatically. College transcripts outside of Minnesota State may be used for transfer credit (please request/submit for transfer credit evaluation), but a high school transcript or GED is typically still required to remove your registration hold.
 - Submit records of your immunizations or verify your exemption at www.southeastmn.edu/submitdocs
- ☐ **Assess Placement.** If your program requires English and/or math, let's find the course that is right for you.
 - Visit <https://www.southeastmn.edu/placement> to learn more about your course placement options.
 - Submit your High School GPA, recent ACT, SAT, MCA, or ACCUPLACER scores, or proof of college credit.
- ☐ **Register for Classes.** Reach out to your advisor to discuss courses and complete the registration process.
 - While some faculty may choose to advise students prior to, or outside of scheduled Advising Days, your advisor may suggest you attend an on-campus Advising Day to meet in person to discuss course options.
 - Find out when your registration window opens on our College Calendar www.southeastmn.edu/Calendar.aspx
- ☐ **Financial Aid & Scholarships.** Learn about paying for college at www.southeastmn.edu/payingforcollege
 - Complete the Free Application for Federal Student Aid (FAFSA) at www.FAFSA.gov to apply for federal and state grants and loans to help pay educational expenses. The Federal School Code for Southeast is **002393**.
 - Learn about and apply for scholarships at www.southeastmn.edu/scholarships
- ☐ **Access Online Resources.**
 - Visit www.southeastmn.edu/current_student to access your Student Email, our online course platform D2L Brightspace, and learn about resources available to you as a student.
- ☐ **Get Student ID Card.**
 - Get your Student ID Card at the [Academic Support Center](#) on-campus
 - *This step is not required for fully online programs.*
- ☐ **Order Textbooks.**
 - Learn more about how to pick up or order textbooks by visiting www.southeastmn.edu/bookstore



Attend Classes and Continue Your Educational Journey!

Have a question? Contact us!



enrollmentservices@southeastmn.edu



507-453-2700

Social Media. Follow us for important updates.



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