

## Alamance Community College – Admissions Process Checklist

- Choose your program.**

Learn about the various programs available at ACC and select the program that best fits your needs and goals. If you are still undecided, visit our Career Services webpage at <https://www.alamancecc.edu/services-for-students-site/career-services/> for assistance.
- Complete your residency determination/ACC application.**

Step 1: Obtain a residency determination at [www.ncresidency.org](http://www.ncresidency.org).  
Step 2: Complete an ACC application at [www.alamancecc.edu/admissions](http://www.alamancecc.edu/admissions).
- Submit your official, completed high school (or high school equivalency) transcript.**

Transcripts should be submitted to the ACC Admissions Office. Contact your high school to determine the process for requesting official transcripts. Non-degree seeking students do not need to submit high school transcripts unless pre-requisite verification is sought (for students graduating high school within 10 years).

**Note:** Official college/university transcripts are only required if transfer credit or prerequisite verification is sought, or if you are receiving veteran's benefits.
- Complete the financial aid application (FAFSA).**

Financial aid information and application are available at [www.alamancecc.edu/financial-aid](http://www.alamancecc.edu/financial-aid).
- Determine if placement testing at ACC is needed.**

Students who have graduated high school within the past 10 years do **not** need placement testing. (Placement/course eligibility is determined by the high school GPA after official transcripts are received.) Visit <https://www.alamancecc.edu/admissions-site/placement-testing/> to learn if you qualify for a placement testing waiver. Such things as higher degrees, SAT/ACT scores, or transfer credit may exempt you from testing.
- Take the ACC placement test (if required)**

You must schedule an appointment to take the placement test. You will need to provide your student ID number when scheduling your appointment. Visit [www.alamancecc.edu/admissions-site/placement-testing](http://www.alamancecc.edu/admissions-site/placement-testing) for more information on scheduling a testing appointment.  
**Note:** Testing and registration typically cannot be completed in the same day.
- Activate your ACCess account (online student account).**

Once your admission application has been processed, you will receive an email with your ACC Student ID number and instructions on how to activate your online student account. Your ACCess account gives you access to Self-Service, ACC email, and Moodle (for online classes).
- Complete the online orientation.**

Complete the online orientation at [www.alamancecc.edu/admissions-site/orientation](http://www.alamancecc.edu/admissions-site/orientation). This online component will give you an introduction to scheduling classes, understanding your program of study, ACC policies and procedures, graduation requirements, etc.
- Attend advising/registration appointment.**

After the online orientation is completed, schedule an advising/registration appointment with an admissions counselor or success coach by calling 336-506-4270.
- Attend ACC's on-campus new student orientation.**

Visit [www.alamancecc.edu/admissions-site/orientation](http://www.alamancecc.edu/admissions-site/orientation) for more details about the on-campus orientation program. This will be your opportunity to talk with other students, meet faculty, walk your schedule, etc.
- Begin classes at ACC.**