1. Apply:

☐ Apply online at www.tridenttech.edu/start/apply.
A few business days after you apply to TTC, we will send you an acknowledgement letter with information about how to access your new my.tridenttech.edu (student portal) account. From now on, almost all of TTC’s communications with you will be through my.tridenttech.edu.

☐ Read all emails from TTC and check your TTC Express account regularly (on the left side of the my.tridenttech.edu portal).

☐ Submit official copies of all college/military transcripts to the Admissions office, if applicable.
Send official college transcript(s) to Trident Technical College Admissions Office, AM-M, P.O. Box 118067, Charleston, SC 29423.


☐ Provide proof of English and math proficiency.
   a. Provide proof of English proficiency. Submit one of the following to the Admissions office:
      • Final, official high school transcript with a weighted GPA of 3.0 or higher from within the last five years
      • Qualifying SAT (480 Critical Reading or revised SAT 530 Evidence-Based Reading and Writing)
      • Qualifying ACT (19 English)
      • TTC placement test
   b. Provide proof of math proficiency. Submit one of the following to the Admissions office:
      • Final, official high school transcript with a weighted GPA of 3.0 or higher from within the last five years
      • Qualifying SAT (580 Math or revised SAT 600 Math)
      • Qualifying ACT (22 Math)
      • TTC placement test

If needed, schedule a placement test by calling:
Thornley Campus 843.574.6410
Palmer Campus 843.722.5516
Berkeley Campus 843.899.8079
Mount Pleasant Campus 843.958.5810
St. Paul’s Parish Site 843.323.3800
Dorchester County QuickJobs Training Center 843.574.2591

☐ Complete any remaining admission requirements, including:
   • Official proof of high school graduation or GED
   • Final high school transcript
   • Proof of legal presence in the United States

☐ For Active Duty members, submit a copy of your military orders.

2. Financial Aid/Veterans Assistance:

☐ Apply for financial aid (see reverse side of this flyer for instructions).

☐ Apply for VA Educational Benefits.
For help applying for benefits, visit the VETS Center on Thornley Campus, (Bldg. 700/Rm. 201), contact the VETS Center at 843.574.6882, or go to www.va.gov and click on “Education and Training.” Provide a copy of your COE or the VA application for the benefit confirmation page. Email to VeteransAssistance@tridenttech.edu or fax to 843.574.6661.

☐ Fill out TTC VA paperwork online.
   • Please make sure you have a class schedule before completing your request for certification form.
   • Attend a VA orientation session.
   • Log into my.tridenttech.edu portal.
   • Select “Menu” in top left-hand corner.
   • Select “Financial Life” from the drop-down menu.
   • Select “My Veterans Assistance” from the drop-down menu.
   • Under the tab that says “Initial Benefits,” complete steps 2-5 according to your VA Education Benefit.
3. Attend a Navigate to Success Session:
☐ Meet with a representative in one of the following locations to complete a Navigate to Success session.
  Thornley Campus, The Hub, Navigate Center............................................. Bldg. 500/Rm.131 843.574.6436
  Palmer Campus, Student Success Center.................................................. Rm. 226 843.722.5516
  Berkeley Campus, Student Success Center................................................. Rm. 111 843.899.8079
  Mount Pleasant Campus, Reception Desk................................................ 843.958.5810

For military educational assistance, contact a military enrollment specialist at 843.574.6380 or TheHub@tridenttech.edu Tammy Travelstead in the VETS Center, Thornley Campus, Bldg. 700/Rm. 201 at 843.574.6882 or tammy.travelstead@tridenttech.edu.

4. Register:
☐ Make an appointment and meet with your academic advisor or Navigator to register for classes.
☐ Purchase books.

5. Pay Tuition:
☐ Submit MYCAA and (TA) Tuition Assistance documents to TTC’s Business office.
  Contact Chartara Richardson at 843.574.6367 or chartara.richardson@tridenttech.edu for billing questions.
☐ Submit VA Certification Request Form to initiate payment process. This must be done for every semester you are registered for classes.

6. Attend Class:
☐ Attend class (if in-person course) or participate online (if online or hybrid course). If you don’t attend class or participate online, you may be reported as never-attended, removed from your courses, and not allowed to re-enroll until the next term.
☐ Get a student ID. You may obtain your student ID in the Student Activities office on Thornley Campus, in the Admissions office on Palmer, and in the Learning Resources Center on Berkeley Campus, and the reception area at Mount Pleasant Campus.

FINANCIAL AID

☐ Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov.
  • Completing the FAFSA is the key to finding out your eligibility for federal and state financial aid as well as some scholarships.
  • IMPORTANT: Include TTC’s school code 004920 on your FAFSA so Trident Technical College will receive your FAFSA.
  • Remember that every October, a new FAFSA is available and must be completed for the next academic year (fall, spring, summer). Complete the new FAFSA early for the best financial aid package.
  • After you submit your FAFSA, you will receive a Student Aid Report (SAR) that summarizes the information you provided. Be sure to check it carefully to make sure it is accurate and complete.
  • The Financial Aid office may need additional information from you, so check the financial aid self-service in the student portal and respond promptly to requests for information.

Need assistance with the FAFSA? Contact the Educational Opportunity Center at 843.574.6132 or 843.574.6291.