

ACTIVE-DUTY, DEPENDENTS & VETERANS

Enrollment Requirements Checklist

Active-duty members need to contact their ESO prior to enrolling.

For additional enrollment information, visit www.tridenttech.edu/student/help/military/index.htm.

1. Apply for free.

- Go to tridenttech.edu and click on the Get Started tab for general information about the application process. When you are ready, select [Apply Now](#) (or visit <http://bit.ly/TTCapplynow>) to access the TTC application.** If this is your first visit to the Apply Now site, you will need to create an account before applying. Use your email and password to return to Apply Now to check the status of your application and upload supplemental documentation. Your application must be submitted before providing any additional admission items.
- Submit official copies of all college/military transcripts to the Admissions office, if applicable.** Students can email documents to admissions@tridenttech.edu, but please have official college transcript(s) sent to Trident Technical College, AM-M, P.O. Box 118067, Charleston, SC 29423. Request military transcripts at <https://jst.doded.mil/smart/welcome.do>. Request Air Force Transcripts from the Community College of the Air Force at <http://bit.ly/AirForceTranscripts>. To prevent a delay in educational benefits, please allow time for transcripts to be received and evaluated.
- Placement in classes is based on demonstrated math and English ability. Submit one of the following to the Admissions office:**
 - Final, official high school transcript with a weighted GPA of 3.0 from within the last five years.
 - Qualifying SAT (480 Critical Reading or revised SAT 530 Evidence-Based Reading and Writing; 580 Math or revised SAT 600 Math)
 - Qualifying ACT (19 English; 22 Math)
 - TTC placement test scores (Call 843.574.6410 for an appointment.)
 - Official transcripts from another college showing college-level math and/or English completion

- Other options (Contact your Navigator to arrange alternative placement methods if you do not have any of these.)

- Review and submit any remaining admission items listed on your Apply Now account.** Examples include proof of legal presence in the United States (copy of driver's license, state-issued ID, etc.), high school diploma, GED or final high school transcript (recommended).
- Complete any remaining admission requirements by providing:**
 - High school diploma, GED or final, official high school transcript (recommended)
 - Proof of legal presence in the United States (copy of driver's license, state-issued ID, etc.) Contact the Admissions office for other acceptable documents.
- For active-duty members, submit a copy of your military orders to be considered for in-state tuition.**

2. Visit Trident Tech's student portal at my.tridenttech.edu.

Information will be sent to your personal email about accessing my.tridenttech.edu and your college-issued email account. Trident Tech contacts you using this official college-provided student email to ensure your identity and protect the confidentiality of communication. Check your Trident Tech email account frequently, as college departments will email you important information while you are a student.

You can also use my.tridenttech.edu to see your student records. Go to the TTC Express navigation bar to see your grades, financial aid, coursework completed in your program of study, and any balance due.

3. Apply for financial aid/veterans assistance.

- Apply for financial aid at www.fafsa.gov. Follow instructions on the second page of this flier.**
- Apply for VA Educational Benefits.** For help applying for benefits, contact the VETS Center at 843.574.6882, or go to www.va.gov and click on "Education and Training." Email a copy of your COE (Certificate of Eligibility) and a copy of your confirmation receipt to the TTC VA office at veteransassistance@tridenttech.edu.

- Fill out TTC VA paperwork online.**
 - 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.

- If applicable, apply for MYCAA.**
Apply online or contact your Family Readiness Center for assistance. You will need to request your ETP from Morgan Whiteside in the Registrar’s office at morgan.whiteside@tridenttech.edu. Allow at least three business days for the ETP to be completed once you have registered for classes.

- Obtain your personalized formal plan for evaluation-evaluated degree plan for TA.**
Print off in the my.tridenttech.edu student portal after you register for classes.

4. Complete a Navigate Your Path to Success session online at <http://bit.ly/HubatTTC> or by contacting The Hub at 843-574-6436 or TheHub@tridenttech.edu.

5. Register.

- Contact your Navigator via email or schedule an appointment through your Navigate account to register for classes. Find your Navigator’s email at <http://bit.ly/HubatTTC>.

- Purchase books online at <https://bookstore.tridenttech.edu>.
- Verify/submit per ESO/MYCAA guidelines. Have Morgan Whiteside in the Registrar’s office complete ETP or personalized formal plan for evaluation in enough time to meet deadlines prior to the start date of classes.

6. Pay tuition and fees by the published deadline.

- Submit MYCAA and (TA) Tuition Assistance documents to TTC’s Business office via email. Email Chartara Richardson at chartara.richardson@tridenttech.edu.
- Submit VA Certification Request Form to initiate payment process. This must be done for every semester you are registered for classes. Complete and submit the form at my.tridenttech.edu > Financial Life > My Veterans Assistance.

7. Attend class.

If you don’t attend class by participating online (or in-person, for the limited number of in-person courses), you will be reported as never-attended and removed from your courses for the term. For help with online classes, email StudentD2Lhelp@tridenttech.edu or call 843.574.6999 (choose option 2). If you stop attending classes for two or more weeks, then TTC’s VA office must report you to the Department of VA for non-attendance. This will stop or reduce any monthly benefits you are receiving. Military students using TA must have approval from their supervisor.

Admissions	843.574.6558	admissions@tridenttech.edu
Financial Aid	843.574.6110	financial.aid@tridenttech.edu
Transfer Credit	843.574.6129	records@tridenttech.edu
TTC VA Office	843.574.6105	

FINANCIAL AID

Complete the Free Applications 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.
- For Fall 2021, Spring 2022 and Summer 2022, submit the 2021-2022 FAFSA.

Need assistance with the FAFSA? Contact the Educational Opportunity Center at eoc@tridenttech.edu or 843.574.6430.