**Steps to Enroll**

Veterans ONLY: Students that are eligible for both the Montgomery GI Bill

(Chapter 30) and the Post 9/11 GI Bill (Chapter 33) should contact

Brenda Long, Veterans Certifying Official before applying for VA Educational Benefits.

1. Apply for VA Benefits at <http://www.benefits.va.gov/gibill/apply.asp> or through your e-Benefits account at <https://myaccess.dmdc.osd.mil/identitymanagement/authenticate.do;jsessionid=W0rv6WRXathipnGLoUHGdr7AnIV0cIUZCTjeQHh8K8cSwfGu920f!1051237891?execution=e1s1>. The VA will mail you a Certificate of Eligibility. Either the certificate or a print-out from your e-Benefits account is required, if you are using the Post 9/11 GI Bill.
2. Apply online at [www.carteret.edu](http://www.carteret.edu) >Future Students>Admissions> Online Application
3. Request official high school/college transcripts and send to Carteret Community College Attn: Registrar’s Office 3505 Arendell Street, Morehead City, NC 28557
4. Request official Joint Services Transcript and send to Carteret Community College Attn: Registrar’s Office 3505 Arendell Street, Morehead City, NC 28557 at <https://jst.doded.mil/>
5. Veterans ONLY: Bring in copy of DD Form 214 (Copy 1 or Copy 4).
6. Apply for MyCAA at <https://aiportal.acc.af.mil/mycaa/>, if eligible
7. Apply for financial aid at [www.fafsa.gov](http://www.fafsa.gov)
8. Active duty personnel and dependents will need to complete Military/Dependent Waiver Form to receive in-state tuition. http://www.carteret.edu/newWeb/area.php?pg=admissions&name=forms
9. Schedule placement testing, if required. www.carteret.edu>Future Students>Schedule Placement Test. Review for the Math placement test: [www.cpcc.edu/testing\_assesment/placement-testing/accuplacer-study-guides](http://www.cpcc.edu/testing_assesment/placement-testing/accuplacer-study-guides) and [www.waketech.edu/mooc](http://www.waketech.edu/mooc). Review for the reading and writing placement test: http://accuplacer.collegeboard.org/students
10. Attend Orientation. www.carteret.edu>Future Students>New Student Orientation or by calling (252) 222-6060
11. All students attending college for the first-time must schedule an appointment to see a Enrollment Advisor for approval to register. Contact the Advising and Counseling Center at (252) 222-6060 to make this appointment. Transfer students and students returning to Carteret Community College should contact their assigned program advisor to schedule an appointment for advising and approval to register.
12. Go to Carteret Compass and use the login you were given in your welcome letter.
13. Register online for your counselor approved courses using Carteret Compass.
14. Pay for classes. Don’t lose your class seats! To pay online, go to Carteret Compass and use the login you were given in your welcome letter. Then click on Financial Information>Pay On My Account. If using VA benefits, give our VA Advisor a copy of your schedule after registering for classes. For further information, contact the financial aid office at financialaid@carteret.edu or call (252) 222-6293. (Students using Post 9/11 who have submitted a Certificate of Eligibility will not be required to pay)
15. Review the academic calendar and be aware of the non-payment drop dates. All tuition must be paid in full or guaranteed by your financial aid award or Certificate of Eligibility (Post 9/11 students ONLY) by these dates or your courses will be dropped. Go to Academic Calendar on [www.carteret.edu](http://www.carteret.edu).
16. Visit the bookstore in the Bryant Student Center and purchase books for your courses.

**To Do List:**

* Set up your Carteret Compass account.
* Complete Orientation
* Complete any items circled on the back of this checklist

Registration Dates: can be found on the college’s Academic Calendar

**Website Resources**: [www.carteret.edu](http://www.cravencc.edu)

* Military (Active Duty/Veterans/Spouses/Children): ***Future Students > Military***
* Bookstore: ***Quick Links>Book Store*** (Phone: 252-222-6252)
* Program of Study: ***Left Column>Curriculum Programs OR Student Information>Programs***
* Program Catalog: ***Student Information>Course Catalog***
* Current Class Schedule: ***Student Information>Class Schedules***
* Student Payment plan: ***Left column>Tuition and Fees Payment Plan***
* Financial Aid Counselor: ***Student Information>Financial Aid>Contacts***
* Advisor: ***Future Students>Academic Advisors OR Student Information>Academic Advisors***
* New Student Orientation:
* New students must complete an in-person or online orientation before registering for classes. This is a great opportunity to learn about Carteret CC and the services it provides to help you successfully complete your program of study.
* Access it on the Webpage: ***Future Students***>***New Student Orientation***