current student checklist

TO DO before Registration Begins

☐ Check the Dashboard page on eServices to ensure there are no holds preventing registration
☐ Apply for FAFSA annually and scholarships each semester (check deadlines)
  » Saint Paul College FAFSA code: 005533
☐ Review your Degree Audit
☐ Outline your non-school commitments and determine the time you can devote to school – each credit taken requires about 3 hours weekly for coursework (ex: 3 credit class = 9 hours of coursework)
☐ Check when registration begins for current students
☐ Schedule an appointment using Navigate to meet with your Pathway Advisor to discuss your academic progress and plan for the next term
☐ Download the SPC App from the App Store or Google Play
☐ Use eServices to add courses of interest to your wish list for the upcoming semester

you may also want to...

☐ Have any previous college credit evaluated for transfer (restrictions apply)
☐ Activate your BankMobile Vibe Card
☐ Buy a discounted bus pass, available for purchase at the Bookstore
☐ Arrange for any necessary disability/learning accommodations prior to the start of classes
☐ Visit resources like the Academic Support Center & Career Services
☐ Note important dates throughout the semester found on the College Calendar

complete the following forms if you have these holds on your account

☐ Academic & Financial Aid Warning: Agreement Form
☐ Academic & Financial Aid Suspension: Appeal Form
☐ Maximum Timeframe Suspension: Appeal Form

TO DO when Registration Begins

☐ Register for Courses
  » View/print course schedule (eServices > Courses & Registration > View/Modify Schedule)
☐ Check eServices for a financial aid status letter if you completed the FAFSA
  » Login to eServices > click Financial Aid on left
    > click View Your Aid Application Letter in blue
  » If you have a letter: print, read and fill it out
  » Use Microsoft Office Lens (App Store or Google Play) to convert photos to PDF
  » Submit letter to the Financial Aid Secure Uploader
  » Check eServices two weeks after submission for updates and accept financial aid award
☐ Follow these instructions to buy course books & supplies via the Virtual Bookstore after registering – if using Financial Aid funds, review the Financial Aid Book Charging Process
☐ Determine payment option(s) to utilize
☐ Sign up to receive text messages about important campus information

TO DO once Classes Begin

☐ View/print course schedule (eServices > Courses & Registration > View/Modify Schedule)
☐ Log-in to D2L Brightspace to review/print course syllabi and start coursework
☐ Review the Satisfactory Academic Progress Standards
☐ Check your SPC Outlook email daily

Note: Underlined texts are hyperlinks - click for more information, resources, and handouts.

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