



WELCOME TO Clark State College!

GETTING STARTED WITH US IS EASY

Going to college is a big step, but Clark State team members are always here for you!

QUESTIONS? WE'RE HERE TO HELP!

- ADMISSIONS - SPRINGFIELD**
Sara T. Landess Technology and Learning Center
937.328.6028 | admissions@clarkstate.edu

Accessibility Services
937.328.6019

- ADMISSIONS - BELLEFONTAINE**
Ohio Hi-Point
937.599.7602 | bellefontaine@clarkstate.edu

Accessibility Services
937.328.6019

- ADMISSIONS - BEAVERCREEK**
Greene Center
937.429.8819 | greenecenter@clarkstate.edu

Accessibility Services
937.431.7155

- ADMISSIONS - XENIA**
Xenia YMCA
937.431.7171 | xenia@clarkstate.edu

Accessibility Services
937.431.7155

- CAREER SERVICES**
937.328.6468 | careers@clarkstate.edu

STEPS OF ENROLLMENT AND NEW STUDENT CHECKLIST





STEPS OF ENROLLMENT AT CLARK STATE COLLEGE NEW STUDENT CHECKLIST

- APPLY AND BE AUTOMATICALLY ACCEPTED**
www.clarkstate.edu/admissions/enroll-now

- APPLY FOR FINANCIAL AID**
Learn the steps by going to www.clarkstate.edu/financial-aid/.
Apply at studentaid.gov | **Clark State Code: 004852**

- ACTIVATE YOUR CLARK STATE EMAIL**
Follow the instructions in your acceptance letter for setting up your Clark State email account. All official email communication to students is sent to this account.

- TAKE THE PLACEMENT TEST**
For details go to www.clarkstate.edu/admissions/placement-testing. Be sure to bring a valid ID.
or
- REQUEST YOUR PREVIOUS HIGH SCHOOL/COLLEGE OFFICIAL TRANSCRIPT**
Official transcripts can be sent to Clark State in one of the following ways:
 - Electronically
 - By US mail to Clark State Admissions Office, P.O. Box 570, Springfield, OH 45501
 - Hand delivered in a sealed envelope to one of our Clark State locations*Some programs may require an official high school transcript or equivalency.*

- ATTEND NEW STUDENT ORIENTATION**
You can attend conveniently online anytime!
www.clarkstate.edu/admissions/new-student-orientation/

- REGISTER FOR CLASSES WITH HELP FROM AN ADVISOR**
Create your academic plan and determine classes. www.clarkstate.edu/admissions/academic-advising/

- PAY TUITION WITH FINANCIAL AID OR A PAYMENT PLAN**
Pay online via Student Finance on the Clark State Portal. For other payment options visit:
www.clarkstate.edu/admissions/tuition-and-fees/payment-options/.

- GET YOUR STUDENT ID**
Be sure to bring a valid ID.

- GET YOUR TEXTBOOKS**
Order books online through the virtual bookstore. www.clarkstate.edu/academics/ordering-textbooks

- GO TO CLASS!**
Congratulations! You're a Clark State Eagle!