

# New Student Check List

for degree or certificate (C.A.S.) seeking students



- Apply for admission. Visit [newriver.edu](http://newriver.edu).
- Send official transcripts (in sealed school envelope) to the New River CTC campus you will attend: high school or high school equivalency official transcripts and other official college transcripts (if applicable). You may also send electronically through the school's transcript service to your campus Student Program Advisor. Emails are listed below with registration information.
- Submit ACT or SAT scores taken within the past 5 years from date of application or call a location listed below to schedule an appointment to complete your placement test:  
  
**Advanced Technology Center** 304.929.5016    **Nicholas County Campus** 304.883.2465  
**Greenbrier Valley Campus** 304.647.6591    **Raleigh County Campus** 304.929.5016  
**Mercer County Campus** 304.818.2014
- Apply for financial aid (FAFSA) online at [fafsa.gov](http://fafsa.gov). New River CTC's school code is 039603. For additional information, visit [www.newriver.edu/financial-aid/](http://www.newriver.edu/financial-aid/) or email [finaid@newriver.edu](mailto:finaid@newriver.edu)
- Complete your Student Orientation\* online at [www.newriver.edu/online-student-orientation-module/](http://www.newriver.edu/online-student-orientation-module/). You will need your Student ID. Also, plan to attend an on campus orientation.
- Call a location listed below to schedule an appointment to register for classes once you have submitted:
  - All official high school and college transcripts\*\*, including withdrawn. Unofficial transcripts may be used for registration purposes but you must submit official to receive financial aid or loans.
  - ACT, SAT or Accuplacer test scores or have completed college level math and English.
  - Successfully completed Student Orientation online.  
**Advanced Technology Center** 304.929.3315    **Nicholas County Campus** 304.883.2437  
[mmohn@newriver.edu](mailto:mmohn@newriver.edu)    [mbaisden@newriver.edu](mailto:mbaisden@newriver.edu)  
**Greenbrier Valley Campus** 304.647.6565    **Raleigh County Campus** 304.929.5469  
[drodgers@newriver.edu](mailto:drodgers@newriver.edu)    [cdalton@newriver.edu](mailto:cdalton@newriver.edu)  
**Mercer County Campus** 304.818.2012    **Enrollment Services** 304.929.5480  
[hwhitlow@newriver.edu](mailto:hwhitlow@newriver.edu)
- Pay tuition and fees by the last day of registration. To view the academic calendar with important dates, visit [www.newriver.edu/academic-calendar/](http://www.newriver.edu/academic-calendar/). Visit [www.newriver.edu/student-accounts/](http://www.newriver.edu/student-accounts/) for Business Office contacts, information on paying tuition online and payment options. For tuition and fee information, visit [www.newriver.edu/tuition-and-fees/](http://www.newriver.edu/tuition-and-fees/).
- Purchase your books online at [www.newriver.edu/bookstore/](http://www.newriver.edu/bookstore/).
- Attend classes.

\* Transient students, non-degree seeking students and those enrolling as provisional high school students do not have to complete online orientation.  
\*\* Not submitting high school or high school equivalency official transcripts will not prevent you from registering for your first semester, however you will not receive state or federal financial aid until official transcripts are submitted. You will be self-pay. Official transcripts must be submitted by the end of the semester in order to re-enroll.

**866.349.3739 • [www.newriver.edu](http://www.newriver.edu)**

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