



**Admission Checklist**

**Please review this list carefully. ALL pertinent documents must be presented in order to proceed with enrollment.**

Verification of Academic Skills

- \_\_\_\_\_ Official high school or GED transcript *(We may be able to verify Lee County grads.)*
- \_\_\_\_\_ Official college transcript *(If you have attended more than one college, you need to submit transcripts from each institution.)*
- \_\_\_\_\_ TABE scores (or equivalent) and other required pre-admission testing results

Verification of Florida Residency for Tuition Purposes

***For Dependent Students – Aged 18-24***

*(Not sure if you are dependent or independent? See the back of this form for more detail.)*

- \_\_\_\_\_ Your own driver’s license or Florida state I.D.
- \_\_\_\_\_ Parent documentation - Two documents as listed on the back of this sheet (Read carefully!)
  - Must be two documents from the same parent.
  - You do not have to be living with the parent.
  - If your parent’s last name is different from yours, documentation of the relationship between you.

***If the Person Claiming Residency for You is Not Your Parent***

- \_\_\_\_\_ In addition to the documents named above, you need tax returns for the preceding three years indicating you have been claimed as a dependent by them.

***If Between the Ages of 18-24 and Enrolling as an Independent Student***

- \_\_\_\_\_ Proof that you can enroll as an independent student (see back of this sheet)
- \_\_\_\_\_ Two documents verifying that you have been a Florida resident for at least a year

***All Other Independent Students***

- \_\_\_\_\_ Two documents as described on the back of this form.

***If You Are Not a U.S. Citizen***

- \_\_\_\_\_ Permanent Resident Card of parent if enrolling as a dependent student
- \_\_\_\_\_ Your own Permanent Resident Card if enrolling as an independent student
- \_\_\_\_\_ Employment Authorization Card if not a permanent resident

Enrollment Fees

- \_\_\_\_\_ \$30 Application fee
- \_\_\_\_\_ \$30 AAEE fee (if needed)

Financial Aid Steps

- \_\_\_\_\_ Complete the [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov) application for the appropriate year. 2016-2017 is for Fall 2016. The school code for FMTC is 007558.
- \_\_\_\_\_ Contact the financial aid office 3 days after successfully submitting to determine if additional verification documents are required.
- \_\_\_\_\_ You must submit a copy of an official high school or GED transcript to be eligible.