



St. Vincent's College New Student Checklist

“I’ve been accepted to St. Vincent’s College- Now What?”

Use this checklist as a guideline to make your transition to St. Vincent’s a smooth one!

- Submit your enrollment deposit to the Admissions Office- Degree Seeking Students Only***. This deposit will allow you to register for classes and attend New Student Orientation in August (Fall) or January (Spring). Contact the admissions office at (203) 576-5513 or admissions@stvincentscollege.edu for further information.
- Apply for Financial Aid***. Students should submit a FAFSA prior to March 15 for the fall semester and by November 15 for the spring semester if they wish to be considered for any financial aid program. Students who have completed the process by these dates will receive an earlier aid decision. The FAFSA can be completed online at www.fafsa.ed.gov. Contact the Financial Aid Office at (203) 576-5237 or finaid@stvincentscollege.edu with any questions.
- Health Clearance***. The State of Connecticut requires that all students if born after 12/31/56 have their doctor complete a Proof of Immunization Form or submit an official copy providing proof of immunization against measles and rubella. Students will not be permitted to register for class or clinical experiences until proof of immunization is complete. For questions regarding your health clearance, please contact (203) 576-5334.

For the **Certificate Programs** use the form below:

[Health Clearance Form #1 \(PDF file\)](#)

For the **Degree Programs, Medical Assisting certificate, Diagnostic Medical Sonography certificate** and **Multi-skilled Assistant certificate** use the form below:

[Health Clearance Form #2 \(PDF file\)](#)

- Contact Student Disability Services***. If you require accommodations during the academic year, please contact the ADA Coordinator at (203) 576-5519.
- Send in all Final Official Transcripts***. If you are currently in high school, you must have your guidance counselor send a final official transcript with date of graduation to the Admissions Office. If you are a transfer student, please make sure to request that all final official transcripts be sent to the Admissions Office.
- Notify us of any Address Change***: Notify the Admissions Office as soon as possible in writing or via email if your address has changed. Address: St. Vincent’s College, 2800 Main Street, Bridgeport, CT 06606. Email: admissions@stvincentscollege.edu.
- Attend New Student Registration Day***. You will be notified by the Admissions Office of the date that all new students will register for classes.

- ***Obtain your Student ID Badge.*** Remember to have your picture taken for your Student ID Badge during New Student Registration. Badges can be picked up during New Student Orientation.
- ***Pay Tuition & Fees.*** Contact the Business Office for specific information on your account. Phone: (203) 576-5479. Email: businessoffice@stvincentscollege.edu.
- ***Purchase your Textbooks.*** Visit our online bookstore at www.svcbookstore.com to purchase your books for school. There is no bookstore located directly at the College at this time. All books should be purchased online.
- ***If you are taking an online course...***please take a free sample course to get yourself accustomed to how online courses work. Click here to try the sample course: <http://www.ctdlc.org/Sample/index.html>. Use "Student" as user ID and password. Once you are in the course, please go through all the lessons and complete the exercise. When you have completed the sample course and exercise, please email distancelearning@stvincentscollege.edu and let us know you have completed the assignment.