

# ACCEPTED STUDENT CHECKLIST

STAY ON THE FAST TRACK.



## LOG IN TO MYTECH

If this is will be your first site visit, log in with:

**Username:** firstname.lastname

**Password:** If you do not know your password, enter your username, click “continue” and then click “I forgot my password.”

If you are having an issue logging in, please contact the Southeast Tech I.T. Support Center at 605-367-4461.

## PAY \$75 REGISTRATION FEE

Pay your one-time, non-refundable registration fee via myTech.

## SIGN UP FOR ACADEMIC ADVISING AND REGISTRATION (AAR) DAY

Register and view dates for AAR Day at [southeasttech.edu/AAR](http://southeasttech.edu/AAR).

## COMPLETE PROGRAM REQUIREMENTS

Complete any additional steps required for your program.

## SECURE HOUSING

Apply for housing at [housing.southeasttech.edu](http://housing.southeasttech.edu).

## BUY BOOKS, TOOLS & SUPPLIES

After you register, review the textbook requirements for your classes at [southeasttech.edu/bookstore](http://southeasttech.edu/bookstore).

## BUY UNIFORMS

Uniforms for Early Childhood, Law Enforcement, Paramedic Science, Pharmacy Technician and Transportation programs must be purchased through the Bookstore.

All Healthcare programs (except Paramedic Science and Pharmacy Technician) and Veterinary Technician scrubs must be purchased through Sparkle Uniforms in Sioux Falls: 2133 S. Minnesota Ave., Sioux Falls, SD 57105; (605) 332-4749.

## RESERVE OR PURCHASE LAPTOP

A laptop is required for all programs. View technology requirements at [laptop.southeasttech.edu](http://laptop.southeasttech.edu).

## FINALIZE FINANCIAL AID

Apply for a FSA ID at [fsaid.ed.gov](http://fsaid.ed.gov).

Complete a Free Application for Federal Student Aid (FAFSA) at [studentaid.gov/afsa](http://studentaid.gov/afsa). Southeast Tech’s school code is 008285.

## SUBMIT REQUIRED PAPERWORK

- Official High School Transcripts, with graduation date\*
- Official College Transcripts\*
- ACT/SAT Scores
- Immunization Record - Submit a copy of your immunizations to provide record of TWO properly administered MMR immunizations or immune titers.

\*Transcripts and test scores must be sent directly to Southeast Tech from the issuing entity.

## PAY TUITION BILL

- Tuition costs can be viewed on myTech 2-3 weeks before semester start.
- All students must finalize Financial Aid arrangements and verify their student account balances are paid in full by the following dates:

**Spring 2022:** Jan. 18, 2022

**Summer 2022:** May 24, 2022

**Fall 2022:** Aug. 30, 2022

**Spring 2023:** Jan. 17, 2023

Bills may be paid in person at the Business Office, online with a payment plan via myTech or sent to the Business Office through the U.S. Postal Service.

Contact Business Office if you need additional assistance.

## APPLY FOR SCHOLARSHIPS: JAN. 1-MARCH 31

- Visit [southeasttech.edu/scholarships](http://southeasttech.edu/scholarships) to view and apply for Southeast Tech and Build Dakota scholarships.
- Contact the Financial Aid Office if you are awarded a third-party scholarship to assist with your tuition.

## SAVE THE DATES

- Plan to attend a JumpStart Day the week before the semester begins. This schedule will be made available at your AAR Day.
- Check out the academic calendar at [southeasttech.edu/academiccalendar](http://southeasttech.edu/academiccalendar).

## JOIN THE FUN

- Connect with Southeast Tech on Facebook, Instagram, LinkedIn, Twitter and YouTube.
- Download the Southeast Tech app from the Apple or Android app store. Log in with your myTech credentials.