ACCEPTED STUDENT CHECKLIST

STAY ON THE FAST TRACK.

LOG IN TO MYTECH

- [ ] If this is 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 non-refundable registration fee via myTech.

SIGN UP FOR ACADEMIC ADVISING AND REGISTRATION (AAR) DAY

- [ ] Register and view AAR dates at southeasttech.edu/AAR.

COMPLETE PROGRAM REQUIREMENTS

- [ ] Complete additional steps required for your program, including additional immunization records for Healthcare programs. See list at southeasttech.edu/immunizations.

SECURE HOUSING

- [ ] Apply for housing at southeasttech.edu/housing.
- [ ] Off-campus housing resources are available at southeasttech.edu/housing.

BUY BOOKS, TOOLS, SUPPLIES AND UNIFORMS

- [ ] After you register, review the textbook, tools and supplies required for your classes at southeasttech.edu/bookstore.
- [ ] Uniforms for Early Childhood, Law Enforcement, Paramedic Science and Transportation programs must be purchased through the Bookstore.
- [ ] Scrubs for Healthcare programs and Veterinary Technician must be purchased through the Bookstore.

RESERVE OR PURCHASE LAPTOP AND DOWNLOAD REQUIRED SOFTWARE

- [ ] A laptop is required for all programs. View technology requirements: laptop.southeasttech.edu.
- [ ] Download required software to your laptop before JumpStart: southeasttech.edu/software.

FINALIZE FINANCIAL AID AND MILITARY BENEFITS

- [ ] Apply for an FSA ID: studentaid.gov.
- [ ] Complete a Free Application for Federal Student Aid (FAFSA): studentaid.gov/fafsa. Southeast Tech's school code is 008285.
- [ ] Learn about Military benefits and resources for Veterans. Call 605-367-4259 or email veterans@southeasttech.edu.

SUBMIT REQUIRED PAPERWORK

- [ ] Official High School Transcripts, with graduation date*
- [ ] Official College Transcripts*
- [ ] ACT/SAT Scores
- [ ] MMR 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 at admissions@southeasttech.edu from the issuing entity.

SET UP YOUR MOBILE ID

- [ ] STC Mobile Student ID photo guidelines: southeasttech.edu/mobile-id.
- [ ] To submit your photo, refer to the email from Southeast Tech containing a photo submission link. This email will be sent about two weeks before your scheduled Academic and Advising and Registration (AAR) Day. You'll have the opportunity to take a photo at AAR if you didn't get it done prior to attending.
- [ ] Please note all new students will be issued a Mobile ID (unless student has an ineligible mobile phone).

PAY TUITION BILL

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

Fall 2025: Sept. 2, 2025
Spring 2026: Jan. 20, 2026
Summer 2026: May 26, 2026

Bills may be paid in person at the Business Office, online with a payment plan via myTech or mailed to the Business Office.

Contact the Business Office if you need additional assistance at businessoffice@southeasttech.edu.

APPLY FOR SCHOLARSHIPS: JAN. 1–MARCH 31

- [ ] Visit 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 JumpStart one week before the semester begins. Your JumpStart date will be included on your course schedule.
- [ ] Check out the academic calendar at southeasttech.edu/academiccalendar.

DOWNLOAD NAVIGATE AND FOLLOW STC

- [ ] Download Navigate, STC's Student Success app at Apple Store or Google Play.
- [ ] Follow STC on Facebook, Instagram, X, LinkedIn and YouTube.

SOUTHEAST Technical College