

# Chart Your Path to Success

## 1 Apply for Admission

- Visit [fscj.edu/apply](https://fscj.edu/apply) to complete your online application and pay your \$25 application fee.

## 2 Apply for Residency

- Log in to your application portal at [fscj.edu/apply](https://fscj.edu/apply).
- Click “**View**” next to the Checklist Item “Residency Declaration.”
- Complete and submit the form.
- Monitor your texts, emails and phone calls for replies from Student Records.

## 3 Complete the Free Application for Federal Student Aid (FAFSA) and apply for Scholarships

- Visit [fafsa.ed.gov](https://fafsa.ed.gov) to access the online financial aid application. *FSCJ federal school code: 001484.*
- Apply for scholarships by visiting [fscj.edu/scholarships](https://fscj.edu/scholarships).

## 4 Request Your Transcript(s)

- Check your program requirements to determine if high school equivalency is required. If so, please submit your high school transcripts. For Duval, St. Johns or Clay County high school graduates - the College will request your high school transcript. If you graduated from a high school outside of the above counties, or if you graduated from a private school, please contact your high school and request an official (sealed) transcript of your grades, credits and graduation date.
- **Send Transcript(s) to:** Admissions Office, FSCJ, P.O. Box 40515, Jacksonville, FL 32203-0515 or send your transcript electronically, please request for your school to submit your official transcript to [studentrecords@fscj.edu](mailto:studentrecords@fscj.edu). Please note, this email is for official use only and should not be used by students. Transcripts sent by students will be deemed unofficial.

## 5 Complete College Assessment

- Determine placement.
- Visit [fscj.edu/assessment](https://fscj.edu/assessment) to schedule your testing appointment.

\*\*SAT and ACT scores less than two years old may be used for placement.

\*\*\*Effective November 2013 under SB 1720, if you entered the ninth grade in a Florida public school in 2003 or after and graduated from a Florida public high school with a standard Florida high school diploma, OR if you are a student who is an active duty member of any branch of the U.S. Armed Services, you will not be required to take placement testing.

SAT/ACT\*\*

Senate Bill 1720\*\*\*

Assessment needed:

ACCUPLACER (College Credit)

PERT (College Credit)

TABE (Career Certificate)

## 6 Register for Orientation

- Visit [fscj.edu/orientation](https://fscj.edu/orientation) to register for orientation.

## 7 Complete First Term Advising

- Visit any campus Advising Center as a walk-in or schedule an academic advising appointment at [fscj.edu/advising](https://fscj.edu/advising).
- Download the **QLess app** to manage wait times on campus.

## 8 Register for Class/Pay for Tuition and Fees

- Enroll in classes online from your myFSCJ Student Center at [my.fscj.edu](https://my.fscj.edu).
- Also, pay your tuition and fees from your myFSCJ Student Center before the payment deadline.

## 9 Get Your Student ID Card/Parking Decal

- After you register for classes, visit the Library and Learning Commons to get your Student ID card.
- Visit [my.fscj.edu](https://my.fscj.edu) to request a parking decal. (Under **Useful Links**, select **Parking Decal/Registration**)

## 10 Download the FSCJ Safe Mobile App

- Receive important safety alerts and get access to campus safety resources.

## 11 Schedule a Follow-Up Advising Appointment

- Visit [fscj.edu/advising](https://fscj.edu/advising) to schedule a follow-up advising appointment to meet with your academic advisor to create a personalized academic degree plan.

Download  
the FSCJ Safe  
Mobile App

