

# WELCOME, LEGENDS!

REGISTRATION and ADVISING DAY



# TODAY'S TO-DOs

## NEED TO DO

- Course advising
- Register for classes
- Get your ID card and parking permit (room 403)



# TODAY'S TO-DOs

## YOU MAY NEED TO...

- Connect with student services
- PSEO students:  
Visit with Karla Seymour today in Room 113



# COMMUNICATION

Your MinnState email address is the OFFICIAL method of college communication.

**Check your email daily!**

For instructions on how to forward your college emails to a personal account visit [\*\*\*alextech.edu/it\*\*\*](http://alextech.edu/it)



# DARS / TESTING

## Degree Audit Report (DARS)

- Includes program requirements
- Transfer-in courses are listed on your DARS

## Testing

- New placement requirements
- If needed, test between now and the beginning of fall semester

# HELPING YOU THRIVE

RESOURCES FOR  
STUDENTS



# FINANCIAL AID

- FAFSA – Free Application for Federal Student Aid. It's not too late to apply!
- Veterans benefits
- Student Employment (on or off campus)

[\*alextech.edu/fa\*](http://alextech.edu/fa)

# SUPPORT SERVICES

- Bring copies of IEPs/504 Plans
- Additional services available:
  - » Writing assistance
  - » Accommodations
  - » Tutoring
  - » Acquire study skills

[\*alextech.edu/sups\*](http://alextech.edu/sups)



# COUNSELING SERVICES

- Personal Counseling
- Career Counseling
- Occupational and educational exploration
- Credit counseling referral
- Mental health/telepsychiatry

***[alextech.edu/counseling](http://alextech.edu/counseling)***

# TRANSFER & ADVISING

- Transfer-in or transfer-out
- If transferring credits in, submit updated official college transcripts from colleges or universities like U of M, private, out-of-state
- We can access Minnesota State system transcripts electronically

[\*alextech.edu/transfer\*](http://alextech.edu/transfer)

# LIVE YOUR PASSION

VARSITY ATHLETICS &  
STUDENT ACTIVITIES



# STUDENT ACTIVITIES

- Phi Theta Kappa honor society
- Student Ambassadors
- Student Senate
- Program Clubs
- Intramural Athletics
- Weekly fun & games

*[alextech.edu/activities](http://alextech.edu/activities)*

# LEGENDS ATHLETICS

## CO-ED:

- Archery
- Clay Target League
- Competitive Fishing
- eSports

*[legends.alextech.edu](https://legends.alextech.edu)*



# LEGENDS ATHLETICS

## WOMEN'S:

- Golf
- Soccer
- Volleyball



*[legends.alextech.edu](http://legends.alextech.edu)*

# LEGENDS ATHLETICS

## MEN'S:

- Baseball
- Golf
- Soccer



*[legends.alextech.edu](http://legends.alextech.edu)*

# **DATES & TIMELINES**





# **DROP/ADD PERIOD**

- Through August 30, 2024
- Anything you are registered for at 12:00 am on August 31 will be permanent record

# TUITION DUE

- 100% tuition refund if dropped during first week
- Tuition due in full or establish payment plan by September 30, 2024
- Complete your FAFSA if you haven't already

# ORDER TEXTBOOKS

- Textbooks can be ordered online
- Available to view book titles/ISBN
- Charge books to your student account
- Deliver to home or campus (Business Office, 100 wing)
- Rentals available

# IMPORTANT DATES: Fall 2024

August 1	Book Charging Available (Online)
August 26	Fall semester starts
August 30	Registration Cancellation for Non-Payment
August 30	Complete drop from all classes 100% refund
September 5	Financial Aid overages disbursed
September 30	Tuition due (or enrolled in payment plan)

[\*alextech.edu/events\*](https://alextech.edu/events)

# ONLINE RESOURCES



# MyATCC

- Quick links to Brightspace, Student Handbook, eServices and more
- Access to Alexandria College email (*yourstarid@go.minnstate.edu*)
- Enrollment Verification
- StarID Self-Service
- Authorization to Release Information
- Order Books

[alextech.edu/myatcc](https://alextech.edu/myatcc)

## Student Self-Service

### Registration & Advising »

- > Enrollment Verification
- > Discounted Software (Kivuto OnTheHub)
- > Order Books
- > Star Alert (What is Star Alert)
- > Withhold Directory Information
- > Bomgar Support
- > Star Tribune - Log in with username *AlexTech* and password *AlexStrib* (case sensitive)

## Student Safety

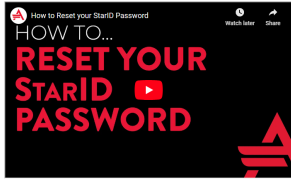
- > Safety Training: Active Shooter/Stay Safe at College

## Student Forms

- > Academic & Financial Aid Suspension Appeal
- > Audit Course Request
- > Authorization to Release Student Information
- > Change or Add Major
- > Course Repeat Request
- > Fresh Start Request
- > Graduation Application
- > Guided Self-Placement Waiver
- > Medical Information Release Form
- > Preferred Name
- > Permission to Drive to School-Related Activity
- > Transfer Appeal Form
- > Universal Vehicle Use Form

# REGISTRATION

- How-to videos
- Registration guide
- Student support contacts
- Important dates/information



[alextech.edu/rad](http://alextech.edu/rad)

## Before you Register

[Resetting your StarID password](#)

[Logging in to eServices](#)

[Accessing your Degree Audit Report \(DARS\)](#)

[Understanding Your DARS for Technical Programs](#)

[Understanding Your DARS for Liberal Arts Programs](#)

## How to Register

- If you know the Course IDs for the courses you need to register for, or if you have a sample schedule, follow the Quick-Add instructions below.
- Otherwise, follow the Search instructions below.

[Register using Search](#)

[Register using Quick Add \(I have a sample schedule\)](#)

[Understanding Course Delivery Models \(online, hybrid, etc.\)](#)

[How to Drop Courses](#)

Need help? Book a virtual advising session:

[Personalized Advising Help](#)

# WHAT'S NEXT

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COURSE ADVISING

PARENT/GUEST SESSION  
REGISTRATION

UNIFORMS

ID CARDS AND PARKING PERMITS

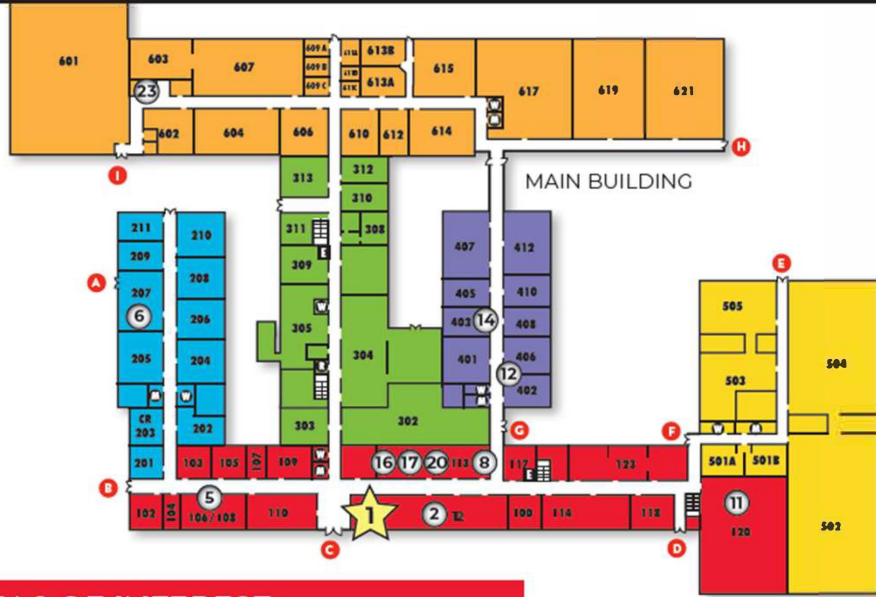




**BE A**

**LEGEND**





## AREAS OF INTEREST:

- ★ **WELCOME CENTER**
- 2** ADMISSIONS/TESTING/COUNSELING
- 3** ADULT BASIC EDUCATION
- 4** AUDITORIUM 743
- 5** BUSINESS OFFICE
- 6** CUSTOMIZED TRAINING
- 7** E-SPORTS ROOM
- 8** FINANCIAL AID
- 9** FOUNDATION OFFICES
- 10** GALLERY 300
- 11** GYM
- 12** HEAD START
- 13** INTERCULTURAL CENTER
- 14** IT DEPARTMENT
- 15** LAW ENFORCEMENT GYM
- 16** PSEO
- 17** REGISTRAR
- 18** SCHOLARSHIP OFFICE
- 19** TACTICAL WAREHOUSE
- 20** TRANSFER/ADVISING
- 21** LIBRARY
- 22** VETERANS CENTER
- 23** FOOD PANTRY (DENNIE'S CUPBOARD)
- 24** WEIGHT ROOM
- 25** REFLECTION ROOM



300 WING  
2<sup>ND</sup> FLOOR



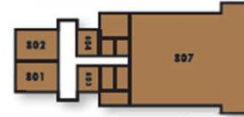
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2<sup>ND</sup> FLOOR



FOUNDATION  
HALL



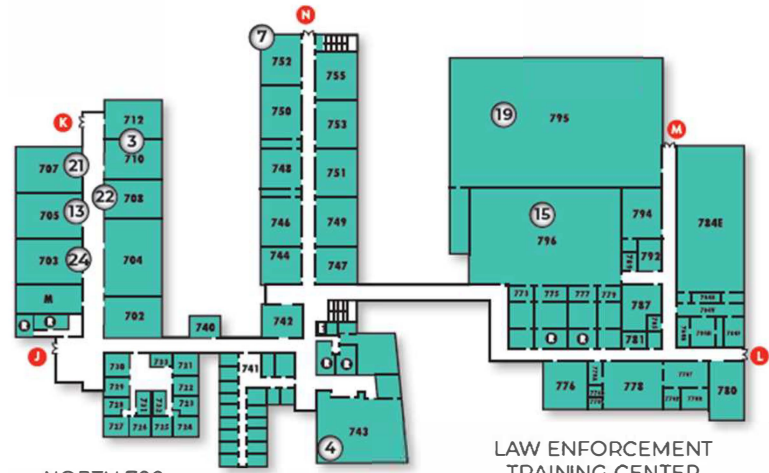
1100 BUILDING



800 BUILDING



700 SOUTH  
BUILDING  
2<sup>ND</sup> FLOOR



NORTH 700  
BUILDING

SOUTH 700  
BUILDING

LAW ENFORCEMENT  
TRAINING CENTER