**College Checklist:**

Simple Steps to Enrollment

Complete these simple steps early and enjoy a smooth beginning that carries you through the rest of the semester and on towards graduation.

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**A Admission**

Bienvenue Student Center  
PH 1-866.217-9823 • brccadmissions@mybrcc.edu  
www.mybrcc.edu/enrollment

Apply online! It’s the fastest, easiest way to apply for admission. You will receive a response and your student ID number within 3 days.

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**B Computer Accounts / Passwords**

IT Help Desk, Governor’s, Rm. 229  
PH 225.216-8448 • helpdesk@mybrcc.edu  
www.mbrcc.edu/it_services/helpdesk_faqs/index.php

Set up your LoLA and mybrcc.edu accounts to access college services such as online registration, Canvas online courses, financial aid status, and much more. Technical support for student accounts is available through the BRCC IT Help Desk at helpdesk@mybrcc.edu

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**C Financial Aid**

Bienvenue Student Center/Online  
PH 1-866.217-9823 • finaid@mybrcc.edu  
www.mybrcc.edu/financial_aid/index.php

Apply online at fafsa.ed.gov beginning October 1 to have the best possibility of receiving federal financial aid. The Financial Aid Office also helps students eligible for other forms of financial assistance such as state grants, student employment, and student loans. Visit the website for updated information regarding financial aid and scholarships. Financial Aid does not have to be finalized before moving on to the next step.

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**D Testing Center**

Magnolia Pavilion, First Floor  
PH 225.216-8038 • testingcenter@mybrcc.edu  
www.mybrcc.edu/academics/division_innovative_learning/testingcenter/index.php

The computerized Accuplacer Assessment covers reading, sentence skills, and math to determine your eligibility for courses. Visit our webpage for more information to prepare you for placement testing.

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**E Academic Advising**

Bienvenue Student Center  
1-866.217-9823 • info@mybrcc.edu  
www.mybrcc.edu/academics/advising/index.php

Once you have your ACT or Accuplacer scores, visit with one of our Success Guides in the Bienvenue Student Center on the Mid City Campus. During the session the BRCC Success Guide will help you decide on a career, choose a major, and/or select appropriate courses.

Additional information on these topics can be found in the BRCC Catalog, found online at www.mybrcc.edu/academics/academic_affairs/college_catalog.php

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**F Registration**

Bienvenue Student Center/Online  
brcctrue registrar@mybrcc.edu • PH 1-866.217-9823  
www.mybrcc.edu/registrar/registrationsteps.php

Register online early in LoLA to have the best chance of finding classes that meet your scheduling needs. Visit the website to find out when you may register and other pertinent information regarding course registration.

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**G Payment**

Bienvenue Student Center/online  
info@mybrcc.edu • PH 1-866.217-9823  
www.mybrcc.edu/tuition_fees/index.php

Registration is not complete until tuition and fees are paid. Payment can be made in person with cash, check, or money order or, on LoLA with a credit card (MasterCard®, Visa®, or Discover®, American Express®) or checking/savings account*, or by setting up a payment plan. (*A service fee will apply.)

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**H Textbooks**

Texas Bookstore  
bookstore@mybrcc.edu • PH 225.216-8012  
www.batonrougeccbookstore.com/home.aspx

Using the information on your class schedule, you may find and purchase or rent your textbooks at the BRCC Bookstore or online. If you have financial aid, you may be able to charge your textbooks to your financial aid account if additional funds are available after tuition and fees are paid.

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**I Student ID and Parking Pass**

Bienvenue Student Center/online  
info@mybrcc.edu • PH 225.216-8001  
www.mybrcc.edu/administration_and_finance/publicsafety/parkingpermit.php

Once you are registered for classes, get your free student photo ID and BRCC parking validation sticker. Your student ID can be used to attend athletic and campus events, checkout books in the library, and receive student discounts at local businesses.
Studies show that students who are involved and engaged in campus life do better academically. Visit our webpage to learn about the many ways to get involved!

The Career Center provides comprehensive career services for students and alumni that cover all aspects of developing academic and professional objectives as they pertain to career related issues. Assists students with on- and off-campus job placement, resume development, and internship opportunities.

To qualify for services, students must self-identify to the Disability Services Office and provide documentation of their disability. A student may submit documentation at any time during the semester; however, the college recommends submitting the documentation at least six weeks prior to the beginning of the semester of attendance in order to ensure that any and all reasonable accommodations shall be available on the first day of class. Counseling services are available to all BRCC students. Please contact the office to schedule an appointment.