

# COLLEGE CHECKLIST

## FOR ADULT LEARNERS



If you're interested in pursuing a degree - or finishing a degree you previously started - these steps will help you through the process.

### 1) LEARN ABOUT CAREER OPTIONS

- Take a career assessment at:
  - The college you're interested in attending.
  - [CareerOneStop.org](https://www.careeronestop.org) or [MyNextMove.org](https://www.mynextmove.org).
- Learn about career opportunities in Nebraska at [NEWorks.Nebraska.gov](https://www.neworks.nebraska.gov).

### 2) COMPLETE THE COLLEGE APPLICATION PROCESS

- Talk to an admissions representative at your college. Ask about:
  - Academic programs that match your career interests.
  - Alternative class schedules to fit your needs.
  - Admission requirements and deadlines.
  - The cost of tuition, fees, books, and supplies.
  - When to apply for financial aid.
  - Scholarships for adult learners.
  - Availability of services such as:
    - Tutoring.
    - Career counseling.
    - Child care.
    - Computer labs.
    - Student Support Services (for those who qualify).
- Apply for admission.** If you have college credit from another institution, discuss transferring your credits with an admissions representative.
- Set up your student portal** on the college's website.
- Take placement tests**, if required by the college.
- Meet with an academic advisor** to select and register for classes.



**FIND ADDITIONAL  
RESOURCES AT  
[EducationQuest.org](https://www.educationquest.org)**



### 3) COMPLETE THE FINANCIAL AID PROCESS

- Apply for scholarships.** Ask about scholarships offered by your college, and visit the *Pay for College* section at [EducationQuest.org](https://www.educationquest.org) for a list of free search sites.
- If you previously attended college, log into StudentAid.gov** to check your financial aid eligibility to see if you have maxed-out on grants and/or loans.
- Create an FSA ID at StudentAid.gov** before you complete the FAFSA (Free Application for Federal Student Aid). Allow 3-5 days for your FSA ID to be verified.
- Complete the FAFSA at StudentAid.gov.** This is your application for federal, state, and college-based financial aid. Complete the form at least 4-6 weeks before school starts, and renew it every year you're in college.
- Expect an email from Federal Student Aid** that confirms your FAFSA was processed. It will also indicate if further action is required.
- Be prepared for verification.** Monitor your student portal and email closely as the college may request verification of your FAFSA information. The college will not process your financial aid until you provide the required documents.
- Expect a financial aid offer** from your college listing the types and amounts of financial aid they're offering. This could be a combination of grants, work-study, student loans, and scholarships. Accept or reject the financial aid offer by the deadline.
  - If you don't receive the offers within three weeks of submitting your FAFSA, contact the college's financial aid office.
- Apply for a student loan, if necessary.** Apply at [StudentAid.gov](https://www.studentaid.gov). Your college will provide instructions.
- Ask your employer** if tuition reimbursement is available.



FOR **FREE HELP** WITH COLLEGE PLANNING,  
CONTACT THE LOCATION NEAREST YOU.

**OMAHA**  
Rockbrook Village  
11031 Elm St.  
402.391.4033

**LINCOLN**  
1300 O St.  
402.475.5222

**KEARNEY**  
2706 Second Ave.  
308.234.6310

**SCOTTSBLUFF**  
1601 E 27th St.  
308.708.7199