

Fayetteville Technical Community College

Enrollment Checklist

- **ADMISSIONS APPLICATION:** <http://www.faytechcc.edu/apply-now>
- **COMPLETE RDS APPLICATION:** <https://ncresidency.cfnc.org>
 - This must be completed before you can submit an FTCC application.
- **FINANCIAL AID APPLICATION:** <https://www.fafsa.ed.gov> (School Code is 007640)
 - For Assistance: Tony Rand Student Center Room (TRSC) 2
- **SUBMIT OFFICIAL TRANSCRIPTS:**
 - An official high school or HSE (formerly GED) transcript is required (must show graduation date).
 - Homeschool student transcripts must bear the state homeschool registration identification number, if applicable.
 - All transcripts must be official and can be:
 - Hand carried to: Tony Rand Student Center (TRSC) Room 3
(if you choose to bring them in, please have your transcripts in a sealed envelope sealed by and issued from the institution)
 - Mailed to: Fayetteville Technical Community College Admissions Office
PO Box 35236
2201 Hull Road
Fayetteville, NC 28303
 - Electronic Transfer by E-Script: admissions@faytechcc.edu
- **RISE: Current, returning, will be placed by unweighted high school GPA into one of three categories:**
 - Students with a GPA 2.8+ may register for any class without mandatory additional supports.
 - Students with a GPA 2.2-2.799 may enroll in a gateway course with a mandatory co-requisite.
 - Students with a GPA <2.2 must enroll in a one-semester transition course.
 - Proof of high school completion documentation that does not provide an unweighted GPA will be reviewed and students will be placed using the model that best serves the students success.
- **REGISTER FOR CLASSES:**
 - Self-Register online via WebAdvisor – <https://webadvisor.faytechcc.edu>
 - Health Students – HTC 169
 - Cosmetology CSEC Room 2A
 - Current Students – See advisor or go to TRSC Room 4 for assistance with self-registration
- **STUDENT EMAIL AND WEBVISOR**
 - 24 hours after you complete your admissions application, you are assigned a student email account and a WebAdvisor account is created for you. Please see instructions on reverse page to create your log on and password for both accounts.
- **VETERANS SERVICES OFFICE: General Classroom Building (GCB) Room 202**
 - <http://www.faytechcc.edu/military-veterans>
 - Required documents: DD-214 AARTS/JST CLEP Scores Class Schedule
- **PAY TUITION:**
 - See <http://www.faytechcc.edu/business-finance-office/tuition-fees>
 - Pay through WebAdvisor
 - TRSC Cashier
- **STUDENT ID CARD & PARKING DECAL: General Classroom Building (GCB) Room 102 (Please bring your class schedule and receipt showing tuition payment with you).**
- **DISABILITY SUPPORT SERVICES: Tony Rand Student Center (TRSC) Room 127 (ada@faytechcc.edu)**
- **UNIVERSITY OUTREACH: Horace Sisk Building (HOS) Room 610-F (nelsonj@faytechcc.edu)**
- **SUCCESS COACHES: Tony Rand Student Center (TRSC) (successcoach@faytechcc.edu)**

Fayetteville Technical Community College

Enrollment Checklist

Instructions to find out your User ID and student ID number:

1. Go to FTCC's home page www.faytechcc.edu
2. Click on "I'm looking for" at the top of the web page
3. Click "Current Student Resources"
4. Scroll down until you see "webadvisor" on the right-hand side highlighted in yellow.
5. Once you have clicked webadvisor you will click on the blue "Curriculum Students"
6. At the top of this page you will click on "Student Menu"
7. On the left-hand side click on "What's my USER ID?"
8. Enter your Last name and your full Social Security Number. Once you have completed this and click submit it will give you your user ID.
9. Click the back button one time and your student ID number will appear under the box that you entered your social security number in.

Here are some directions to help you log on to your Student Email and your Web Advisor.

Student Email

Your user name for your **student email account** is your newly assigned email address. It includes the first 7 letters of your last name and your first initial of your first name AND the last 4 of your STUDENT ID.

Here are some examples:

John Student	0123456	studentJ3456@student.faytechcc.edu
Lisa Learnings	0012345	learninl2345@student.faytechcc.edu
Sue Smart	1234567	smarts4567@student.faytechcc.edu

(her last name is only 5 letters, so we use them all)

Your password for your first log in is your birthday (*MMDDYYYY*). For example, if your birthday is January 2, 1980, your password will be 01021980. Once you have logged on the first time, you will be prompted to change your password. Please remember it; **we will not have access to your personal passwords.**

Web Advisor

Your user name for your **WebAdvisor** is the first 7 letters of your last name and your first initial of your first name and the last four of your student ID number.

John Student	0123456	studentJ3456
Lisa Learnings	0012345	learninl2345
Sue Smart	1234567	smarts4567

(her last name is only 5 letters, so we use them all)

Your password for your first log in is your birthday (*MMDDYY*). For example, if your birthday is January 2, 1908, your password will be 010280. Note: **This is different from the email password!** Once you have logged on the first time, you will be prompted to change your password. Please remember it; **we will not have access to your personal passwords.**

***Note: This password will be used for your:**

- **Campus Computer Log On**
- **Campus WiFi Connection**
- **Web Advisor Log On**
- **Blackboard**

Should you need further assistance, please contact the helpdesk at: help@faytechcc.edu