

New Student

CHECKLIST



❑ Step 1: Complete the admissions process

Apply for admission at www.bhc.edu/apply.

- Pay \$20 application fee.
- Look for your welcome letter in 1-2 business days at the email address you provided on your application.

Send required documents to registrar@bhc.edu.

- Send high school, GED or college transcripts.
- If it has been less than two years since you graduated from high school, send ACT scores from www.act.org or SAT/AP scores from www.collegeboard.org.

❑ Step 2: Apply for financial aid

- Apply for financial aid each year at www.fafsa.gov. BHC's school code is 001638. Find deadlines and helpful information at www.bhc.edu/financialaid.
- Research additional ways to pay for college at www.bhc.edu/scholarships. Apply for BHC Foundation Scholarships March 15-May 31.

❑ Step 3: Log in to myBHC and read emails

All college business may be conducted using the myBHC portal. Reference the "Welcome to BHC!" email to obtain necessary login information.

- Visit www.bhc.edu/mybhcguide for helpful login instructions. For assistance, contact the ITS Help Desk at 309-796-5555 or 5555@bhc.edu.
- Look for an email with the subject "Action Plan" to determine if you need to complete Placement Testing.
- Check your myBHC email frequently for important information.
- Locate your virtual myBHC ID to utilize the BHC Fitness Center and more!

❑ Step 4: Register

- Build your schedule and register with the help of Advising staff.
- Access the My Advising tile in myBHC to learn more about the advising and registration processes and to schedule appointments.

❑ Step 5: Pay tuition

- Access the My Student Billing tile in myBHC to check payment options, due dates, make payment or set up deferred payment.
- Contact Career Services to explore jobs at www.bhc.edu/careers.

Prepare for the first week of classes and beyond

- ➔ Get your Black Hawk College Library card at the Quad-Cities Campus or East Campus libraries: www.bhc.edu/library. Use your library card for free, unlimited MetroLINK rides.
- ➔ Order books online at www.bhc.edu/bookstore. Pick up textbooks at the Quad-Cities Campus in the Hawk's Hub in Building 1 or at the East Campus Bookstore in Building A.
- ➔ Purchase a parking permit for \$25 at the BHC Police Department at either campus, the Bursar's Office at the Quad-Cities Campus or Enrollment Services at the East Campus. Summers and minimesters are free.
- ➔ If you are using financial aid to pay for college, go to the bookstore for your textbooks and parking permit voucher.
- ➔ Watch for information on kickoff events and Welcome Week activities at www.bhc.edu/events!
- ➔ Get involved! Learn more about clubs, organizations and events on campus by stopping by the Student Life Office at the Quad-Cities Campus in Building 4 or the Advising Center at the East Campus in Building A or visit www.bhc.edu/student-life.

Black Hawk College

Ideal timeline:

Summer classes

Registration begins in April.
Apply and start financial aid January-March.

Fall classes

Registration begins in April.
Apply and start financial aid October-January.

Spring classes

Registration begins in November.
Apply and start financial aid September-October.

Questions?

East Campus: 309-854-1724 | **Quad-Cities Campus:** 309-796-5000
info@bhc.edu | www.bhc.edu/go

