

## **Steps to Success at Delta College**

### **Step One: *Admission and Financial Aid***

Submit a completed admission application, a \$20.00 application fee, and a request from the student's high school or college official copies of transcripts, or G.E.D. results to:

Delta College Admissions Office D101  
1961 Delta Road  
University Center, MI 48710

Financial Aid forms (FAFSA) are located in D101, and should be completed as early as possible. The FAFSA application process may take up to 6 weeks, and applications filed less than 2 months before registration may not be processed in time for registration.

### **Step Two: *Assessment***

The COMPASS is a placement test that assesses a student's current reading, writing, and mathematical skills, and is not a pass/fail test. It is computerized and takes approximately 2 hours to complete. The COMPASS is available on a come-in basis in D101. The ASSET is the same test in a paper-and-pencil format. It is taken in the Disability Services Office in D102, and can be scheduled by making an appointment at (989) 686-9322.

**Special Note:** If a student's assessment scores fall below a certain academic level, the student will be referred to Marcie Carter in the Bridge Program, where he/she will be individually advised on proper course selection.

### **Step Three: *Orientation and Advisement***

Reservations for online or in-person orientations can be made after the assessment is completed. If a student has not completed orientation, he/she will only be eligible to register for up to 5 credit hours, but not for any English or Math courses. An advisor will discuss the student's assessment results and recommend courses.

### **Step Four: *Registration and Payment***

A student can register during official registration periods after orientation is complete. Some exceptions are made with the Instructor's permission only. Once a student receives his/her schedule in the mail, all tuition and fees must be paid in total by designated payment dates. Failure to pay by the deadline will result in the student's classes being dropped.

### **Step Five: *Disability Services***

Students with documented disabilities requesting academic support should schedule an appointment with Mike Cooper, the Director of Disability Services, at (989) 686-9322. Accommodation needs are determined case by case, and require re-determination each semester. Delta College provides accommodations in accordance with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

\*\*For more information on: Applying, Admissions, Getting Started, Money Matters, Scholarships, Funding a Student's Education, Payment Options, Advising/Counseling, Testing/Placement Exams (COMPASS and ASSET) and Course Matters, please visit:  
<http://www.delta.edu/admissionsenrollment/howto.aspx>