AUTOMOTIVE PROGRAMS

(COMPLETE STEPS 1-5 BY APRIL 1ST TO BE ELIGIBLE FOR EXTRA FUNDS AND PRIORITY PROCESSING)

New Student Checklist

1. ___ Complete an Application – choose program carefully (several choices).
   a. Before applying at DMACC, know the differences between the diplomas and degrees, and each of the 5 auto programs. Questions? Call Janelle Seward, Pathway Navigator, at 515-965-6024 or Sarah Alexander, Academic Advisor, at 515-964-6599.
   b. Find and click on “Apply Today” on the www.dmacc.edu website, set up a user ID.
   c. If you have applied previously and now want to change programs, no need to re-apply, just fill out a “Change of Program” form (search for it on the A-Z index on website).

2. ___ Complete the Aleks math test (on-line) as soon as possible after admission, then the English, Reading, and Mechanical Reasoning Test at DMACC to complete your application. Take these tests seriously, scores are considered for admission.
   * ACT scores or proof of previous college credit can be submitted instead of on-campus tests.
   a. The FREE assessment tests are available in the testing center. Walk-in testing is available at Urban or Ankeny, and by appointment at other campuses. Photo ID required.
   b. If you have ACT scores, send to admissions@dmacc.edu (request from your high school).
   c. If you have earned college credits from another college, request an official transcript be sent to the Admissions Office.

3. ___ If applying for Ford ASSET, GM ASEP, or MOPAR CAP programs:
   a. Interview with program chair, call for appointment:
      Ford ASSET-964-6639 / GM ASEP-964-6504 / MOPAR CAP-964-6891
   b. Secure dealership sponsor – tips are discussed in meeting with program chair.

4. ___ If applying for Financial Aid - Submit FAFSA (Free Application for Federal Student Aid) anytime after Oct. 1. Priority processing date is April 1st for extra grant funds, but apply ASAP, the process can take 4-6 weeks.
   a. ___ Complete application online at www.fafsa.ed.gov. DMACC ID Code: 004589.
      (Wait 3-5 days for e-mail from FAFSA and 2-3 weeks for mailed info from DMACC.)
   b. ___ Submit additional forms as requested by the DMACC Financial Aid office.
   c. ___ Accept terms and conditions.
   d. ___ Accept award.

APPLY FOR SCHOLARSHIPS FOR AUTO STUDENTS – watch deadlines:
https://www.dmacc.edu/programs/automotive/Pages/Scholarships.aspx

5. ___ Sign up for Orientation; required for full-time students Watch your e-mail starting in April to be given choices of available times once application is complete. Orientations are in person/on campus, take approx. 2 hours and include registration for classes.

6. ___ Attend Orientation / Register for classes. IMPORTANT!! Once you sign up for orientation, attend at your assigned time. If you cannot attend, call the orientation coordinator at 515-965-7321 ASAP to cancel/reschedule. If you do not show up at your assigned time and we don’t hear from you or can’t reach you, you may lose your spot in the program!

7. ___ Pay tuition for classes. Verify tuition due date at time of registration.
   If receiving financial aid or scholarships, confirm award amount and tuition due dates.

8. ___ Purchase tools, books, and other class materials for the semester.
   a. Order tools by August 1st so they will be here by the first day of class.
   b. Bring your schedule to bookstore for book selection 10 days prior to semester.

IMPORTANT: KEEP YOUR CONTACT INFO CURRENT & ALWAYS ANSWER YOUR PHONE/E-MAIL!!