

# CARDINAL STEPS TO SUCCESS

## LABETTE COMMUNITY COLLEGE

200 S 14th Street | Parsons, KS 67357

Phone 888.LABETTE | Text 620.205.5301

[www.labette.edu](http://www.labette.edu)



### VIEW THIS CHECKLIST

*Hey, you're already off to a good start!*

Visit [www.labette.edu](http://www.labette.edu) to learn more about Labette Community College and print this [checklist](#).



### Visit Us!

We would love to have you visit campus! [Schedule a visit](#).

**WE WOULD LOVE TO SEE YOU!**



### COMPLETE AND SUBMIT AN ADMISSIONS APPLICATION

LCC is an open enrollment institution. [Complete the FREE application!](#)



### SUBMIT THE FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

[Complete the FREE application!](#) Be sure to include LCC as a receiving school with the code 001930.



### APPLY FOR SCHOLARSHIPS

LCC offers a wide range of scholarships, so be sure to [complete the application!](#)



### SUBMIT ALL HIGH SCHOOL AND COLLEGE TRANSCRIPTS

LCC accepts official transcripts in [two ways](#): through electronic transfer by a site such as Parchment or National Student Clearinghouse or sent in the mail directly from the issuing institution.



### DETERMINE COURSE PLACEMENT

LCC uses a combination of factors in determining your math and English course placement. If you have not taken the ACT or SAT or graduated from high school within the last three years you will need to take a free [ACCUPLACER test](#) with our testing center. Call 620.820.1147 or email [testing@labette.edu](mailto:testing@labette.edu) for more info.



### ENROLL

[Make an appointment](#) with your assigned advisor in the Advising Center to get enrolled!



### START CHECKING YOUR LCC STUDENT EMAIL AND REDZONE

It is important to check this regularly as it is the main way LCC will correspond with you. You can log in to your email by following [these steps](#). Log in to [RedZone](#).



## COMPLETE YOUR FINANCIAL AID FILE

Make sure you stay in contact with the [Financial Aid office](#) and submit any [additional documents](#) they require. See [Important Financial Aid Dates](#).

## SET UP DIRECT DEPOSIT

Log in to [RedZone](#) to select your direct deposit designation for possible refunds. This needs to be done before you can obtain a student ID card.

## OBTAIN YOUR STUDENT ID

Go to LCC Admissions on the second floor of the Student Union to obtain a [student ID](#). You will need a state issued photo ID (driver's license, state ID card, passport, etc.) in order to confirm your identity.

## PURCHASE TEXTBOOKS

Find out what the [textbook requirements](#) are for your classes and order textbooks well before classes start. Visit the [Bird's Nest](#) in the Student Union for help, or to purchase swag and snacks!

## MAKE PAYMENT ARRANGEMENTS

Set up a payment plan with the [Business Office](#) early to avoid any additional fees. (See Simple Steps to Enroll in Payment Plan on the Business Office webpage.) Call 602.820.1282 with any questions.

## FIND HOUSING

Students who are not commuting from home can live in the [Cardinal Villas](#).

## APPLY FOR STUDENT SUPPORT SERVICES

SSS is a program designed to help students succeed. Make sure you fill out the [free online application](#).

## CARDINAL CAFÉ

Enjoy home-cooked meals at our Cardinal Café! Breakfast is served from 7am - 10am and lunch is served from 11am - 2pm. View the [menu](#) to see what delicious food is being served!

## LIBRARY ACCESS

The LCC Library is a great resource for students. You can even apply to [have access after business hours](#)!

## CHECK OUT STUDENT LIFE

Find a way to get involved at LCC! We have several [clubs and organizations](#) for you to join.



VIEW THIS CHECKLIST ONLINE



**\*\*International students will require additional information.**  
Please email the Admissions Office for details at [admissions@labette.edu](mailto:admissions@labette.edu).