## Military Transfer Student Admissions Checklist

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<td><strong>Apply for Admission</strong></td>
<td>Visit <a href="http://applytexas.org">applytexas.org</a> to complete your free, online application. Your application will be processed within 5 business days. You will be notified by email from the Alamo Colleges with additional instructions. Your application is specific to the semester of intended enrollment. If you apply but do not attend for that semester, another application will be required for the next semester in which you intend on enrolling.</td>
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| **Submit Official Transcripts** | **Official college transcripts are required.** Community College of the Air Force (CCAF) transcripts may be used as last college of attendance. The Joint Services Transcript (JST) is NOT a college transcript; you must provide official H.S. or GED transcript if your only credit is through JST. Those seeking a degree with any Alamo College must provide all previous college transcripts. Submit to: **  
  - **Northeast Lakeview College**  
    - Not currently approved for military TA or MyCAA funding.  
  - **Palo Alto College**  
    - 1400 West Villaret  
    - San Antonio, TX 78224  
  - **Northwest Vista College**  
    - 3535 North Ellison Dr.  
    - San Antonio, TX 78251  
  - **St. Philip's College**  
    - 1801 Martin Luther King Dr.  
    - San Antonio, TX 78203  
  - **San Antonio College**  
    - 1819 N. Main  
    - San Antonio, TX 78212 |
| **Apply for Financial Aid** | FAFSA may be used in conjunction with military TA, VA and MyCAA benefits. Complete your free application for federal student aid (FAFSA) at [fafsa.ed.gov](http://fafsa.ed.gov). Please allow 4-6 weeks for processing. Check your student account (ACES) for future updates from the college under the “Start Here” or “MyPage” tabs. |
| **Activate your Student Account (ACES)** | After 5 business days activate your student account (ACES) at [alamo.edu](http://alamo.edu). Click on the ACES log-in tab. Click “Get my ACES User Name” (in red) to obtain your username and initial password. |
| **Complete the GoFAARR Module** | Log into ACES, and click the “Start Here” tab. Under “Enrollment Checklist”, next to “GoFAARR” click on “enroll now/incomplete” to complete the module. A score of 60% is required. **We encourage all students to complete the “Test-Prep” module.** Military and Veterans who are waived from testing requirements are not required to complete the Test-Prep module, but are encouraged to do so. You may volunteer to take the assessment exam at any time. |
| **Bacterial Meningitis Vaccination** | Texas law requires proof of Bacterial Meningitis vaccination for students under the age of 22. You must upload your vaccination record through your student account in ACES under the “start here” tab. There is a $10.00 non-refundable fee. Please allow 3 days for processing. |
| **Meet with your Advisor** | Once your admissions application is processed, official transcripts are received and GoFAARR module is complete (look under “Enrollment Checklist” in ACES), visit one of our JBSA offices or your campus Advisor for further assistance. |
| **Register and Pay for Classes** | Your Advisor can assist you with course selection and semester planning. Always prepare for registration by viewing your degree requirements in advance, asking questions and discussing scheduling issues with your Advisor before you register. **Each registration period has a corresponding payment deadline** found at [alamo.edu/calendars](http://alamo.edu/calendars). Students may ask to be omitted from payment drops for pending TA or MyCAA funding by submitting a Request for Payment Deferment form, located at [alamo.edu/military](http://alamo.edu/military). |