



ROCKET ADMISSIONS CHECKLIST

- ___ Apply for Admissions (<https://www.sautech.edu>) AND
 - ___ Select degree plan
 - ___ Send an official high school transcript with final date of graduation or GED scores
 - ___ Submit shot records (2 measles, mumps, and rubella shots required)
 - ___ Submit placement scores (ACT, SAT, Accuplacer, Accuplacer Next Generation or Compass taken within the last 5 years)
 - ___ Send official college transcripts for all previously attended colleges

Note: All official transcripts must be sent directly from the school. They can be sent from the school electronically or submitted to Admissions in an envelope sealed by the school.

FEDERAL AID:

- ___ Apply for FSA (Federal Student Aid) User ID and password (for you and parent if needed) at studentaid.ed.gov. This is your outline signature for federal aid and applications.
Note: Keep username/password information written somewhere safe.
- ___ Apply for the specified year for which you want to receive aid at studentaid.ed.gov. For the 20-21 award year, parents and students will use 2018 tax information. SAU Tech's school code is 007738.
- ___ Turn any documents required by the Financial Aid office (email sent to email used on FAFSA and SAU Tech email.)

AR STATE AID:

- ___ Apply online at <https://scholarships.adhe.edu> by June 1st of each year
Note: Keep username/password information written somewhere safe.
- ___ For the ArFuture Grant, it will ask if you are in a STEM area of study. Mark YES. ___ Must complete FAFSA by June 1st of year applying
- ___ Turn in any documents required (log back on to see what you need to turn in) ___ If sent email stating awarded, MUST log on and accept the award.

INSTITUTIONAL AID:

- ___ Apply for scholarships (found at https://sautech.formstack.com/forms/scholarship_application) SAU Tech Institutional Scholarship and SAU Tech Foundation Scholarships as well as others
- ___ If sent an acceptance letter MUST return in order to receive
- ___ Make certain you enroll in the correct amount of hours required for your scholarships each semester

Loans:

- ___ Apply separately for loans at SAU Tech: <https://www.sautech.edu/docs/financialAid/studentLoanApplication.pdf>
Or pick up a form in the Financial Aid Office
Note: first time loan borrowers must complete online and in-person counseling

Housing information @ SAU Tech

- ___ Apply for housing at <https://www.sautech.edu/housing/>
- ___ Pay the \$100 application/damage fee in the SAU Tech Business Office

Note: The application/damage fee does NOT guarantee your housing spot! You must have total funds to cover tuition, fees, and housing before your spot will be considered secure. You can also set up a payment plan for housing. Contact Lisa Holland in the Business Office to secure your room.

CONTACT INFORMATION

Financial Aid Office:

Last name A-L, Veteran's Benefits- Shannon Green, sgreen@sautech.edu, 870-574-4469

Last name M-Z, Loans- Adrianna Archer, aarcher@sautech.edu, 870-574-4499 Director of Financial Aid-

Connie Riley, criley@sautech.edu, 870-574-4499

Admissions: Bailey Carl- bcarl@sautech.edu, 870-574-4558

Housing at SAU Tech: Courtney Haygood- chaygood@sautech.edu, 870-574-4458 Business Office at SAU

Tech: Lisa Holland- lholland@sautech.edu, 870-574-4503

This table contains information about the different systems that you will use while at SAU Tech.

System Name	System Description	Access	Technical Support
MyCollege	MyCollege is SAU Tech's portal. Students can access unofficial transcripts, financial aid, class schedules, make payments, etc.	URL: https://mycollege.sautech.edu <u>Username:</u> Student ID <u>Password:</u> last 4 of social security # (system will prompt you to change it after first log in)	Laura Johnson ljohnson@sautech.edu 870.574.4513
Brightspace	Learning management system for online classes.	URL: https://sautech.brightspace.com <u>Username:</u> last name (first letter capitalized) + first initial capitalized + last 4 digits of student ID <u>Password:</u> Saut + last 4 digits of social security #	Traci Rushing trushing@sautech.edu 870.574.4586
Email	SAU Tech uses Outlook email.	URL: https://mycollege.sautech.edu Click on "student email" on left side of page. <u>Username:</u> last name + first letter + last 4 of student ID <u>Password:</u> First time will be "Password1" and you will be prompted to change it.	Patrick Graham pgraham@sautech.edu 870.574.4701
UpSwing	Upswing is used to provide students one-on-one tutoring, group tutoring, and online tutoring.	URL: https://sautech.upswing.io/ <u>Username and Password:</u> Same as Brightspace	Marcus Copeland mcpelan@sautech.edu 870.574.4778
Mission Control Center (MCC)	Students will use this system to make appointments with their advisors, tutoring sessions, or with a counselor. They will also see flags raised or kudos given by faculty and staff.	Link inside Brightspace.	Laura Johnson itshelpdesk@sautech.edu 870.574.4513