

NEW STUDENT REGISTRATION CHECKLIST AND FREQUENTLY ASKED QUESTIONS

NEW STUDENT REGISTRATION CHECKLIST

To make your registration go as smoothly as possible, please complete the following items:

- RSVP online (northeast.edu/NSR) before May 24 to confirm your attendance.
- Claim your My Apps account. See instructions in the Frequently Asked Questions section.
- Complete the My Majors assessment at <https://northeast.edu/support-services/mymajors>.

Submit, if not already submitted:

- ACT, MAP, or Accuplacer scores, taken within the past three years.
- High school transcripts.
- Official transcripts from prior college (including Early College classes).

AGENDA

Plan to be on campus for approximately 3 hours for this event.

Early Morning Session

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|------|-----------------------------------|
| 8:00 | Check-In |
| 8:30 | Welcome & Information Session |
| 9:00 | Students: Advisement/Registration |
| 9:00 | Parents/Guests: Family Session |

Mid-Morning Session (when offered)

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|-------|-----------------------------------|
| 10:45 | Check-In |
| 11:15 | Welcome & Information Session |
| 11:45 | Students: Advisement/Registration |
| 11:45 | Parents/Guests: Family Session |

Afternoon Session

| | |
|------|-----------------------------------|
| 1:30 | Check-In |
| 2:00 | Welcome & Information Session |
| 2:30 | Students: Advisement/Registration |
| 2:30 | Parents/Guests: Family Session |

FREQUENTLY ASKED QUESTIONS

What if I can't attend to New Student Registration on the date or at the time listed in my letter?

Contact an Enrollment Specialist right away to reschedule. There are additional events (in person and virtual) scheduled for later in the summer and we will be happy to get you signed up for one of those. For students enrolling in limited enrollment programs, remember that you will forfeit your place in the program if prior arrangements are not made with an Enrollment Specialist.

I plan to attend classes at one of the extended campuses (South Sioux City, West Point, or O'Neill) or completely online. What do I do?

Contact an Enrollment Specialist to make alternate New Student Registration arrangements at one of the extended campus locations. If you intend to take all your classes online, inquire about our virtual New Student Registration option.

Are parents required to attend?

Parents/guardians are welcome, but not required, to attend. Due to space limitations, students may bring no more than two (2) guests with them.

What if my Accuplacer, MAP, or ACT scores have not been submitted?

A current placement assessment must be on file prior to registration. Northeast will accept Accuplacer, ACT, or MAP scores, provided they are current within three years. To schedule a placement assessment (MAP), contact the Testing Center to discuss your testing options.

How do I know if I will be getting any financial aid?

If you have submitted a FAFSA (Free Application for Federal Student Aid), log into your My Northeast account and review the information under the "Financial Aid" tab. Make sure to explore all links provided, specifically "Eligibility," to ensure all required documents have been received and satisfied. If you still need to apply for financial aid, you can access the electronic process at www.fafsa.ed.gov. If you have questions or need assistance, contact Financial Aid.

What if I've taken courses at another college?

If you have successfully ("C" grade or better) completed courses through another university or college, contact the institution you previously attended to request that they send an official transcript to Northeast. If you have Early College credits at another college or university, your high school counselor cannot request a college transcript on your behalf and your college credit will not be recorded on your high school transcript.

How do I claim my My Apps account?

The My Apps portal contains all the Northeast resources assigned to you, including your My Northeast account which you will use to register for classes. You must be able to access your My Apps portal to register for classes during New Student Registration. Step-by-step instructions for claiming your My Apps account or updating your password are provided.

CLAIM YOUR MY APPS ACCOUNT

New Students: You have never taken a class from Northeast and never logged in to the My Apps portal.

1. Gather your College ID* number (from your acceptance letter) and your unique Claim Code+ which you should have received via email or text message when your Northeast application was accepted.
2. Begin at <https://myid.northeast.edu>.
3. On the login screen, click Claim My Account.
4. Verify that Staff/Students shows as the selected policy.
5. Click Next and follow the process to claim your account and set your password.
6. Once you have set your password, the system will display your username/Northeast email address.
 - a. Retain for future use. You will use your username/Northeast email address to log in from this point forward.
7. After claiming your account, you will be directed to the My Apps portal where you will log in with your username/Northeast email address and the password you created when you claimed your account.
 - a. Your My Apps password must be updated every 90 days.

Returning Students: You have previously taken a class (including Early College or Dual Credit) from Northeast and previously logged in to the My Apps portal.

1. Gather your Northeast Email Address* and your prior My Apps password.
2. Access your My Apps portal (www.northeast.edu >Students>Access My Apps).
3. Enter your username/Northeast Email Address* and your My Apps password when prompted.
 - a. Your My Apps password may have expired because it must be updated every 90 days.
 - b. If you don't remember your password, you can reset it by clicking "Forgot My Password" on the Microsoft login page.

+For assistance to access the My Apps portal or locate a Claim Code, contact the Northeast Service Center at help@northeast.edu or (402) 844-4357.

*For assistance to locate your College ID number or Northeast email address, contact an Enrollment Specialist at enroll@northeast.edu or (402) 844-7575.

COVID PRECAUTIONS

New Student Registration is an in-person event. The safety and comfort of our students, guests, faculty, and staff continues to be a top priority so the following precautions will be observed:

- Northeast is “mask-friendly”. Those who wish to wear a mask are encouraged to do so while attending this event.
- All students and guests are asked to reschedule their attendance if they have tested positive for or are experiencing symptoms (fever, dry cough, or shortness of breath) of COVID-19.

Additional events (in person and virtual) are scheduled throughout the summer. To reschedule your attendance to a later or virtual event, contact an Enrollment Specialist.

MORE QUESTIONS? PLEASE CONTACT US

Admissions & Registration Office

(402) 844-7575

admreg@northeast.edu

Service Center

(402) 844-4357

help@northeast.edu

Enrollment Specialists

(402) 844-7575

enroll@northeast.edu

Financial Aid

(402) 844-7285

finaid@northeast.edu

South Sioux City Extended Campus

(402) 241-6400

Student Accounts and Cashier

(402) 844-7001

ars@northeast.edu

West Point Extended Campus

(402) 372-2269

Testing Center

(402) 844-7281

testingcenter@northeast.edu

O’Neill Extended Campus

(402) 336-3590

Residence Life

(402) 844-7172

housing@northeast.edu

FOR MORE INFORMATION:

[HTTPS://NORTHEAST.EDU/ADMISSIONS/BECOMINGAHAWK](https://northeast.edu/admissions/becomingahawk)

UNA VERSIÓN DE ESTE DOCUMENTO EN ESPAÑOL LO PUEDE ENCONTRAR EN EL SITIO WEB:

[HTTPS://NORTHEAST.EDU/ADMISSIONS/BECOMINGAHAWK](https://northeast.edu/admissions/becomingahawk)