

# Enrollment Checklist

if you are seeking a Degree or Certificate



If you intend to earn your degree or certificate at ICC, or take courses to help you transfer, then follow these steps.

## Apply

- Complete an online application at [icc.edu/apply](https://icc.edu/apply). *It's easy and it's free.* To enroll, you will need to provide:
- Personal information (Social Security number, mailing address, phone numbers, email, etc.)
  - Emergency contact information

---

## Test and Provide Documentation

Many classes at ICC have “placement” requirements. These include scores on standardized tests, demonstration of specific academic or other skills, previous coursework, or ACT or SAT scores. To find out more about placement options, visit [icc.edu/placement-testing](https://icc.edu/placement-testing).

You can meet general placement requirements by:

1. Asking for your ACT or SAT scores to be sent directly to ICC, or have your high school counselor send you official high school transcript, with the test scores included, to ICC. ACT and SAT charge a fee for you to send your scores to ICC. The ICC school code for sending ACT scores is 1035; the SAT code is 1312. These scores must be sent from your high school or ACT or SAT. You may not submit scores you've personally received.
2. Taking the ICC Placement Test at the East Peoria, Peoria, or Pekin campus. To make an appointment to take your placement test, visit [icc.edu/testing-appointment](https://icc.edu/testing-appointment) or call (309) 694-5234.
3. Having official transcripts from any other college or university you've attended sent to ICC, particularly if you want the credits you've earned elsewhere to apply to your progress at ICC. You may wish to bring an unofficial copy of your transcript with you when you meet with an advisor, but an official transcript – sent directly from your previous school to ICC – is required.

*Please note: Placement scores often are required before you can register to enroll. Your placement scores should be on file before making an appointment with an advisor.*

---

## Apply for Financial Assistance

1. Complete the Free Application for Federal Student Aid (FAFSA) as soon as possible after applications open on October 1. Some aid, like MAP grants, are awarded on a first-come, first-served basis, so you'll want to submit your FAFSA as early as possible. The FAFSA is available at <https://fafsa.ed.gov>. For more information about financial aid at ICC, visit [icc.edu/financial-aid](https://icc.edu/financial-aid) or call (309) 694-5311.
2. Apply for a Foundation Scholarship. The ICC Educational Foundation awards more than 600 scholarships each year. To apply, fill out the online application at [icc.edu/scholarships](https://icc.edu/scholarships) between January 15 and April 1.

*Please note: When applying for financial aid, your high school and other college transcripts must be sent to ICC from the originating school.*

---

## Meet with an Advisor

After you have completed your placement testing and/or have had your transcripts sent, you need to meet with your advisor. Your advisor will help you enroll in classes, as well as teach you how to access your email and use eServices.

To meet with an advisor:

- Call (309) 694-5281 to make an appointment with general advising (all transfer and students who have not decided on a degree, certificate, or area of study) or to be referred to the correct advisor for your program.
- Visit the College on a QuickStart date. See [icc.edu/quickstart](https://icc.edu/quickstart) for more information.

## Make Financial Arrangements

You must log into your eService account to view your charges and tuition due dates. (ICC no longer sends paper bills.) For help with eServices, contact the Technology Services Help Desk at (309) 694-5457. Tuition payments are expected to be made on time.

Payments:

- May be made in person by cash, check, or credit card.
  - May be made online through eServices with a credit card or bank account for an ACH payment.
  - May be made through a payment plan; find out more at [icc.edu/payment-plans](http://icc.edu/payment-plans).
- 

### KEY CONTACTS

For [general information about applying](#) and enrolling at ICC:

Contact the Admissions Office  
(309) 694-5200 or [admissions@icc.edu](mailto:admissions@icc.edu)

For information about [placement testing requirements](#):

Visit [icc.edu/placement-testing](http://icc.edu/placement-testing)

To make a [placement test appointment](#):

Visit [icc.edu/testing-appointment](http://icc.edu/testing-appointment)  
or call (309) 694-5234

For information on [your tuition bill](#):

Call (309) 694-5600  
or email [StudentAccounting@icc.edu](mailto:StudentAccounting@icc.edu)

For information about [payment plans](#):

Visit [icc.edu/payment-plans](http://icc.edu/payment-plans)

For information on your [financial aid](#):

Call (309) 694-5311  
or email [FinancialAid@icc.edu](mailto:FinancialAid@icc.edu)

For help with your [eServices account](#):

Call the Technology Services Help Desk  
at (309) 694-5457