Welcome to the College Discovery Program at Queensborough Community College.

This checklist was designed to help identify tasks that should be completed prior to beginning your studies at Queensborough. To make your transition to Queensborough as smooth as possible, we highly encourage you to follow the checklist and complete each task.

Students are selected for the program based on family income, high school achievement and space availability. To be considered for the CD program, all students must file and be eligible to receive financial aid (TAP and Pell). We urge all students to complete their financial aid application before the recommended deadline. Please check the financial aid website (qcc.cuny.edu/financialAid) for the application deadline date.

The CD program only admits students for the fall semester. All students who have failed any part of the CUNY placement tests MUST be prepared to enroll in a Summer Immersion Program prior to entering the initial fall semester. All others will enroll in a seminar college course, also during the summer.

Have your counselor review this Checklist with you.

Student’s Enrollment Confirmation Process before Registering for Fall Classes:

- Login your “Tiger Connect Page”

- Fill out and Submit College Discovery Enrollment Response Worksheet with your..
  - COPIES OF PARENT INCOME TAXES
  - FEDERAL IRS TAX TRANSCRIPT FROM THE IRS OFFICE
  - OTHER SUPPLEMENTAL INCOME DOCUMENTS

- Register for College Discovery Orientation, online __/__/____, view dates on the website www.qcc.cuny.edu/collegediscovery/new-students or on you “Tiger Connect” page clicking on "MyEvents/Interviews" on the top of the page, and viewing your "Group Invitations".

- Complete Financial Aid application, online at www.qcc.cuny.edu/financialAid/index.html
  - Apply for the CUNY Scholar Support Prepaid Card (CUNY card), online at www.qcc.cuny.edu/financialAid

- Take CUNY Assessment Test email: testing@qcc.cuny.edu for an appointment __/__/____

- Fulfill Immunization Requirements, submit to Health Service in the Medical Arts Bld., Room MC02 or Fax 718-631-6330, print forms from website www.qcc.cuny.edu/healthServices/immunizationForm.htm

- Schedule an Advisement & Registration appointment for Summer/Fall classes, on your “Tiger Connect" page by clicking on "MyEvents/Interviews" on the top of the page, and viewing your "Group Invitations".

Bookmark the CD New Student Page
College Discovery Advisement & Registration: What to expect?

- Review CUNY Assessment Test Results
- Register for Summer class (Remedial class) and Fall classes (15 credits/equated credits)
- Register for Fall ST - 100 or Summer College Discovery Seminar
- Review the College Discovery New Student Agreement
- Complete Foreign Language Placement Survey
- Register for summer tutoring sessions, Library Building, Room 118 -CD

**Freshman:**
- If required provide proof of graduation to the CD office and submit Final Transcript and/or original high school diploma to Admissions, Administration Building, Room 210

**Transfer:**
- Submit CD, SEEK, HEOP or EOP Verification form from your former college

**After CD 100:**
- Activate Your Tigermail accounts
- Activate Your CUNYfirst & Complete task in your “To Do List”
- Update current address, telephone number and email address, if necessary with the Registrar Office
- Join the CD Club
- Check Your College Discovery & Financial Aid Status on your Tiger Connect Page and complete all outstanding tasks.
- Print, sign & submit the College Discovery New Student Agreement to make an appointment call the office at 718-631-6210 deadline date August 28th.

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### PROGRAMS AND SERVICES

- **BOOKSTORE**
- **CLIP (LANGUAGE IMMERSION)**
- **COLLEGE DISCOVERY**
- **COLLEGE DISCOVERY TUTORING CENTER**
- **FINANCIAL AID SERVICES**
- **FOREIGN LANGUAGE**
- **HEALTH SERVICES**
- **ID PHOTOS FOR CUNY CARD**
- **IT (CUNYFIRST HELP DESK)**
- **PUBLIC SAFETY**
- **STUDENTS W/ DISABILITIES**
- **TESTING**

### LOCATION

- **W. BUILDING**
- TESTING SERVICES CENTER
- LIBRARY, ROOM 440
- LIBRARY, ROOM 118
- LIBRARY, ROOM 409
- HUMANITIES, ROOM 214
- MEDICAL ARTS, ROOM 02
- ADMINISTRATION, ROOM 206
- ADMINISTRATION, ROOM 303
- LIBRARY, THIRD FLOOR
- SCIENCE, ROOM 132
- TESTING SERVICES CENTER

### CONTACT

- 718-631-4200
- 718-281-5460
- 718-631-6210
- 718-631-6618
- 718-631-6367
- 718-631-6299
- 718-631-6375
- 718-631-6626
- 718-631-6273
- 718-631-6320
- 718-631-6257
- 718-631-6358

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### IMPORTANT WEBSITES:

- **NEW STUDENT PAGE:** [http://www.qcc.cuny.edu/collegeDiscovery/newStudents.html](http://www.qcc.cuny.edu/collegeDiscovery/newStudents.html)
- **TIGER CONNECT PAGE:** [http://www.qcc.cuny.edu/collegeDiscovery/index.html](http://www.qcc.cuny.edu/collegeDiscovery/index.html)
- **EMAIL COLLEGE DISCOVERY:** CDmainoffice@qcc.cuny.edu
- **CUNYFIRST:** [https://home.cunyfirst.cuny.edu/oam/Portal_Login1.html](https://home.cunyfirst.cuny.edu/oam/Portal_Login1.html)
- **FINANCIAL AID:** [http://www.qcc.cuny.edu/financialaid/index.html](http://www.qcc.cuny.edu/financialaid/index.html)
- **HEALTH SERVICE:** [http://www.qcc.cuny.edu/healthservices/](http://www.qcc.cuny.edu/healthservices/)
- **TESTING SERVICE CENTER:** [http://www.qcc.cuny.edu/healthservices/](http://www.qcc.cuny.edu/healthservices/)
- **CUNYFIRST QUESTIONS/NEED HELP:** [helpdesk@qcc.cuny.edu](mailto:helpdesk@qcc.cuny.edu) Or Call 718-631-6348

Major/ Curriculum: ______________