

# ENROLLMENT CHECKLIST

updated:  
April 10, 2024



ALAMO COLLEGES DISTRICT  
Northeast Lakeview College



## APPLY TO NLC

- Submit an application at [ApplyTexas.org](https://ApplyTexas.org)
- Allow 3-5 business days for processing



## ACCESS STUDENT ACES ACCOUNT

- Access your ACES Account [aces.alamo.edu](https://aces.alamo.edu)
- Complete AlamoENROLL  
(click **Start Here** tab, review section titled **AlamoENROLL**)
- Access your Student Email
- Locate your Banner ID: MyPage>My Advisor



## SUBMIT TRANSCRIPT(S)

- Submit GED Documents or official transcripts\*  
**(Transcripts must come directly from previous institution to be considered official)**  
Electronic: [nlc-admissions@alamo.edu](mailto:nlc-admissions@alamo.edu)  
Paper: *Northeast Lakeview College*

*Admissions and Records  
1201 Kitty Hawk Rd.  
Universal City, TX 78148*

\* Foreign transcripts must undergo a credential evaluation prior to submission



## UPLOAD BACTERIAL MENINGITIS VACCINE DOCUMENTATION

- Upload proof of Bacterial Meningitis (**MCV4**) vaccination via ACES if under 22 years of age (Meningitis B, not acceptable)(click **Start Here** tab, click **Submit Bacterial Meningitis Forms Here**)
- Vaccine must have been administered within the last 5 years



## COMPLETE COLLEGE READINESS ASSESSMENT

Ways to satisfy the College Readiness Component:

- Submitting SAT/ACT scores could satisfy this requirement  
Order your scores to be sent to NLC directly from College Board for review
- Qualify for an Exemption  
(Military Service, previous college coursework/degree could satisfy this requirement)
- Complete the Texas Success Initiative (TSI) college-readiness placement exam  
Exam must be scheduled through the Assessment Department  
[alamo.edu/nlc/admissions--aid/assessment-center/tsi](https://alamo.edu/nlc/admissions--aid/assessment-center/tsi)



## ATTEND ORIENTATION & GROUP ADVISING

Determine which orientation is right for you. Schedule here: [alamo.edu/nlc/NSO/](https://alamo.edu/nlc/NSO/)

|  |   |
|--|---|
| <i>New Student Orientation (NSO)</i>         | <i>Students with 0-12 earned hours</i>                            |
| <i>Transfer/Returning Orientation (TRSO)</i> | <i>Students with 13-44 earned hours</i>                           |
| <i>Academic Success Orientation (ASO)</i>    | <i>Students with below 2.0 GPA<br/>any number of earned hours</i> |



## PAY FOR COLLEGE

### Complete the FAFSA

NLC School Code: 042636

- Submit a FREE application for Federal Student Aid (FAFSA) online at [studentaid.gov](https://studentaid.gov)
- Allow a minimum of 6 weeks for processing

### Priority Deadlines:

May 1st - Fall Semester  
November 1st -Spring Semester

### Non-US Citizen Texas Residents:

Submit the Texas Application for State Financial Aid (TASFA)

- Visit [collegeforalltexans.com](https://collegeforalltexans.com) to find the TASFA application

### Apply for Scholarships

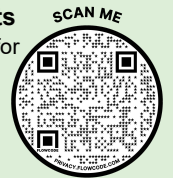
[alamo.edu/nlc/scholarships/](https://alamo.edu/nlc/scholarships/)

### Apply for Grant Money

[alamo.edu/studentemergencyaid/](https://alamo.edu/studentemergencyaid/)

### Use Veterans Benefits

View the QR code for more details



### Make Payments

(Payment Plans MAY be available)

- View Account balance and make payments via your **ACES account**
- Make payments ahead of deadlines to avoid classes being dropped
- Payment Calendar:  
[alamo.edu/registration](https://alamo.edu/registration)



NORTHEAST LAKEVIEW COLLEGE  
1201 KITTY HAWK RD.  
UNIVERSAL CITY, TEXAS 78148

## Questions?

Use the list below to direct your question to the correct department

### CONTACT AN ENROLLMENT COACH

- Recruitment Department: [nlc-recruitment@alamo.edu](mailto:nlc-recruitment@alamo.edu) or 210-486-5193

### APPLY TO NLC

- Recruitment Department: [nlc-recruitment@alamo.edu](mailto:nlc-recruitment@alamo.edu) or 210-486-5193

### ADMISSIONS AND RECORDS

For transcript, bacterial meningitis and residency questions

- [nlc-admissions@alamo.edu](mailto:nlc-admissions@alamo.edu) or 210-486-5401
- Foreign transcripts must undergo a credential evaluation prior to submission. Please visit [www.naces.org/members](http://www.naces.org/members) for organizations offering acceptable evaluation services.
- Transcripts MUST come directly from previous institution

### ASSESSMENT

For questions concerning ACT/SAT/TSI

- [nlc-assessment@alamo.edu](mailto:nlc-assessment@alamo.edu) or 210-486-5177

### ACCESS STUDENT ACES ACCOUNT

Need Help logging into ACES account?

- IT Help Desk: 210-486-5777, Option 3

### ORIENTATION

- <https://www.alamo.edu/nlc/admissions--aid/outreach-and-recruitment/orientation/>

### ADVISING

- Advising Department: [nlc-advising@alamo.edu](mailto:nlc-advising@alamo.edu) or 210-486-5406

### PAYING FOR COLLEGE

- Financial Aid Office: [dst-sfs@alamo.edu](mailto:dst-sfs@alamo.edu) or 210-212-5266, Option 3
- Payments: Business Office: [dst-vbo2@alamo.edu](mailto:dst-vbo2@alamo.edu) or 210-212-5266, Option 2
- Scholarships: [nlc-scholarships@alamo.edu](mailto:nlc-scholarships@alamo.edu) or 210-486-5008



**HSI**  
HISPANIC  
SERVING  
INSTITUTION

### DISABILITY SUPPORT SERVICES

- [nlc-dsscounsel@alamo.edu](mailto:nlc-dsscounsel@alamo.edu) or 210-486-5179

### VETERANS CENTER

- [nlc-va@alamo.edu](mailto:nlc-va@alamo.edu) or 210-486-5827

### ADVOCACY CENTER

- [nlc-nest@alamo.edu](mailto:nlc-nest@alamo.edu) or 210-486-5179



Visit [alamo.edu/nlc/contact](http://alamo.edu/nlc/contact) for campus hours and services.