

# NCTC STUDENT POST-REGISTRATION CHECKLIST

*Congratulations! You've enrolled in classes. Here's how to prepare for the semester:*

## 1. SIGN INTO YOUR ALL-IN-ONE STUDENT PORTAL, ONELOGIN.

- Visit [www.nctc.edu](http://www.nctc.edu). Click **OneLogin** at the top of the page.
- Your username and temporary password were sent in an email from [admissions@nctc.edu](mailto:admissions@nctc.edu)  
\*If you can't find it, check your spam folder or email [admissions@nctc.edu](mailto:admissions@nctc.edu) to get it re-sent.
- Contact [itssupport@nctc.edu](mailto:itssupport@nctc.edu) if you have trouble [activating your OneLogin](#).



## 2. SET UP PAYMENT.

- **Payment options:**
  - Pay in full, or
  - [Start a payment plan](#), or
  - [Accept a financial aid award](#)  
\*If financial aid does not cover your entire balance, then a payment plan can be set up for the remaining amount.
- **Payment deadline:**
  - Varies based on when you registered for classes.
  - We have monthly drop dates based on the semester in which you enrolled. See [Payment Due Dates](#).
  - Don't miss payment reminders! Keep your phone number and email up-to-date with NCTCAdmissions.
- **How to pay:**
  - Sign in to **OneLogin**. Go to **myNCTC** > **Student Services** tab > **Financial** on the left side.
  - Directions and billing are on the right side of the page under **Paying for Classes** and **Payment Options**.
  - Use the **Financial Aid Portal** on this page to accept a financial aid award. Contact the Financial Aid Office at [finaid@nctc.edu](mailto:finaid@nctc.edu) for questions about your aid.



## 3. CHECK YOUR STUDENT EMAIL ACCOUNT DAILY.

- Sign in to **OneLogin**. Select **Office365**. This brings you to your NCTC LionPride student email.
- The first time you open your email, you'll enter your time zone. Then click **Mail** to view your inbox.
- You can forward your student email to your personal email account under **Settings**.



## 4. GET YOUR STUDENT ID CARD.

- You can use this as a photo ID card [and/or a debit card](#). \*Financial aid students receive debit cards.
- First, designate your bank account of choice on **myNCTC** > **Student Services** tab > **Direct Deposit Designation** on the left side. This determines if account refunds deposit to your NCTC student bank account or to another bank account of your choice.
- Next, contact any NCTC Business Office to get a copy of your photo ID card.  
\*If you want the debit card only, this can be mailed to you.
- Take advantage of student discounts at local businesses with your NCTC ID card.



## 5. GET A FREE PARKING PERMIT.

- On **OneLogin**, select **Parking Portal** to register your vehicle.



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## 6. GET YOUR TEXTBOOKS.

- Visit the NCTC [Bookstore website](#). Select your nearest campus location on the right.
- Get your books on the website or in person at the store.
- If you're using Financial Aid, check with them before ordering books.



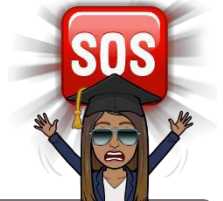
## 7. CHECK YOUR SCHEDULE TO SEE WHEN YOUR CLASSES BEGIN!

- You can view your schedule on [myNCTC](#) > **Student Services** tab > **My Course Schedule** on the top right.
- Both online and in-person classes will be viewable on [Canvas](#) on the first day of class as noted on your schedule. You can access [Canvas](#) through the **OneLogin** portal.



## → NEED HELP OR ADVICE?

- Contact your assigned Academic Advisor or Success Coach for support with educational and career goals. Find their contact information at [advising.nctc.edu](http://advising.nctc.edu).
- Check out the [Canvas](#) group called **NCTC All Students-Advising** for lots of great resources and info -- study tips, advising how-tos, major info, tutoring help, and more.
- Download the [official NCTC app](#) and connect with:
  - [Affinity Groups](#)
  - [Student Organizations](#)
  - [LionCare](#) – NEW! 24/7 FREE telehealth for students
  - [Equity & Diversity Awareness](#)



## → COVID-19 PROCEDURES FOR STUDENTS:

- Use the [Daily Health Check](#) if you will be on campus
- NCTC COVID [information](#)
- NCTC COVID [FAQs](#)
- Campus and community [resources](#) to support our students



**WHEN IN DOUBT, GIVE US A SHOUT! Contact your advisor or coach at [advising.nctc.edu](http://advising.nctc.edu) any time you have questions.**