

# How to Enroll / New and Returning Students

## Step 1



### Contact an Enrollment Counselor.

Enrollment counselors assist students to complete the process from application to registration. They are experts in helping students navigate the application and enrollment process.

See information below to schedule an appointment.

## Step 2



### Complete an Application for Admission.

Complete an online application for the quickest processing. Online applications can be accessed at [www.ApplyTexas.org](http://www.ApplyTexas.org).

Paper applications can be found online at [www.lamarpa.edu](http://www.lamarpa.edu) or by calling the Admissions Office at (409) 984-6166 or 800-477-5872.

## Step 3



### Submit a high school transcript or GED.

If this is your first time in college you will need to submit an official high school transcript or GED scores.

If you have attended another college, you must request official transcripts from previous colleges attended.

Deliver transcripts electronically, by mail, or personally to the Admissions Office.

## Step 4



### Apply for Financial Aid.

Complete the Free Application for Federal Student Aid (FAFSA). Forms are available on-line at [www.fafsa.gov](http://www.fafsa.gov).

The school code is 016666. For information about Financial Aid, go to <http://www.lamarpa.edu/dept/fam/>

## Step 5



### Apply for scholarships.

Students interested in applying for scholarships must fill out a scholarship application and submit to the Advising Office.

<http://www.lamarpa.edu/dept/fa/Forms/Scholarship-App-LSCPA.pdf>

## Step 6



### Complete the TSI Assessment Test.

Students should contact the Testing Center (409-984-6244) with questions about Testing.

Visit the link below for more information.

<http://www.lamarpa.edu/dept/dev/tc/>

## Step 7



### Complete "Think About It" Campus Clarity Title IX Training.

Students are required to complete "Think About It" Campus Clarity Title IX Training online. A link to the online training will be sent to your MyLamarPA account after you have been accepted.

Students will not be able to register until they have completed training.

## Step 8



### Get your bacterial meningitis vaccine.

If you are under the age of 22, submit documentation that you have received a Bacterial Meningitis Vaccine.

<http://www.thecb.state.tx.us/index.cfm?objectid=A641CD0D-E56A-A36A-1BCB39FF80781178>

## Step 9



### Meet with an Academic Advisor.

Avoid long wait times and make an appointment today!

If you are exempt or have already completed the TSI test, you can develop a schedule for the semester.

## Step 10



### Register for courses.

Students may register in person or online at

<https://pipeline.lamarpa.edu/cp/home/displaylogin>

Students with 'holds' on their accounts cannot register until 'holds' are cleared.

## Step 11



### Pay tuition & fees, purchase books.

Students may pay tuition online or in person. Books may be purchased or rented at the Bookstore or online.

See [www.lamarpa.edu/dept/bkstore](http://www.lamarpa.edu/dept/bkstore) for online bookstores.

## Step 12



**Have FUN! Enjoy your steps to an exciting future.**

**Academic Advising, Financial Aid, and Enrollment Services appointments.** You can make an appointment online 24 hours a day, <https://booknow.appointment-plus.com/7q6vp6t8/>, or by clicking on the "Schedule An Appointment" button on the LamarPA Home Page, or e-mail [EnrollmentServices@lamarpa.edu](mailto:EnrollmentServices@lamarpa.edu), or call (409) 984-6467

# How to Enroll / Continuing Students (Students that attended in a previous semester)

## Step 1



**Meet with a Faculty Advisor.**

Make an appointment today!

## Step 2



Go to [www.my.lamarpa.edu](http://www.my.lamarpa.edu). Have your Username and password available.

## Step 3



**Click on "My Services" Tab.**

**Click on "Student Services" Tab.**

**Click on "Student Records" Tab.** Check for any outstanding holds. Holds (except TSI) must be removed before registering.

## Step 4

**Register**

**Register for classes.**

Click on Registration. Click on Drop/Add Classes. Select the term that you are registering and click "submit".

## Step 5

**90548**

**Enter the Course CRN Number** for each class you plan to register. Click on "Submit Changes". Review your schedule. Print out your schedule.

## Step 6



**Make payment if desired. Exit system when finished.**

Pay your bill by mail, online, or the Cashier's office.

Re-print your schedule prior to the first day of class to confirm your schedule.