**TRANSCRIPTS**

- Request your transcripts from your high school and/or college.
- Have your transcripts translated (if they are not from the US)
- Turn in your official transcripts in its sealed envelope to the Admissions Records and Registration (ARR) located in DSTU 119 (first floor of the student services building).

**FINANCIAL AID** *(YOUR APPLICATION WILL TAKE APPROXIMATELY 10 DAYS TO BE PROCESSED)*

- Fill-out your application before the designated deadline date.
- Turn-in all required document to the office of Financial Aid; located at DSTU 240 (second floor).
- Sign into your “WebAdvisor” and accept your financial aid/and, or loans (IF you qualify for financial aid)
- Ensure that your financial aid is completed prior to the designated deadline (you me verify the designated deadline visiting the HCC web page).
- Print your “award letter”. You may find this letter by visiting your “Hawknet” account.

**APPLYING TO HCC** *(YOUR APPLICATION WILL TAKE APPROXIMATELY 10 DAYS TO PROCESS)*

- **Two documents** showing that you have lived in the state of Florida 12 consecutive months. For example documents you may use are; Driver’s License, Vehicle Registration, Voters Registration and/or mortgage or rental payments.
- Alien Number
- Social Security Number
- Parents information (if you are under the age of 24 years old)
- Emergency contact phone number

**STEPS TO ENTER YOUR HAWKNET AND CLASS REGISTRATION**

- Activate your student account. Steps: 1-“HawkNet”, 2-“NetID click here for tutorials as to how to login to your student account
- Steps: 1-“HawkNet”, 2-“WebAdvisor”, 3-“Log In”, 4-“Username y Password”.
- “WebAdvisor” Here you will be able to find and register for our classes, see your grades and academic record.
- “HawkMail365” Activate your assigned college email. Here you will be able to communicate with your professor and receive notifications from the college.
- Registering for class: Steps: 1-“Web Registration”, 2- “Log In”, 3- “Registration”
- You will receive in your mail a card that will say ‘HCC One Card’ once you have register for classes. Any refunds to you will be allocated to this card.
- To activate your “HCC One Card” please click here

**ADDITIONAL INFORMATION**

- You may get your student ID at the Book Store. Operating hours for the Book Store are; Monday – Thursday 7:45-7:00pm and Friday’s from 7:45-2:00 p.m. You may visit their web page here.
- If you have any difficulties with any of your classes visit the “Library/Learning Resource Center” for assistance. The tutoring office is located in the DLRG building (second floor). Hours of operation are; Monday-Thursday 8 a.m.-8p.m. Friday and Saturday 8 a.m.-2p.m. You may also visit their webpage here.
- Hours of operation for Financial Aid are; Monday–Tuesday 8 a.m.-7:00pm, Wednesday- Thursday 8a.m.-4:30 p.m. and Friday’s 8 a.m.-12p.m. Visit their web page here.
- EAP Lab; 813.253.7505, Reading Lab; 813-253-7488, HCC Live 877-736-2575, Connection Center 813-259-6348, Security 813-253-7507 **** Please note that all offices close at noon on Fridays.
- For any additional information please stop by the Connection Center; Monday- Thursday 8 a.m.-4:30pm and Friday from 8a.m.-12 p.m.

www.hccfl.edu/conectate