

1 Apply

Complete an SCF Application for Admission online at scf.edu/Admissions

- Complete and submit all requested information for Florida in-state tuition and fees (residency documentation) to the educational records office.
- Request an official high school transcript showing high school graduation date or GED test scores and submit to the College educational records office.
- Request official transcript(s) from each previously attended college and university. Transcripts must be sent directly from each former institution(s) to the College educational records office.
Mailing Address: State College of Florida, Manatee-Sarasota
Educational Records Office
P.O. Box 1849
Bradenton, FL 34206
- International students on a visa or without a Social Security number are required to pay a \$75 application fee and contact the educational records office at the designated e-mail address.

Complete a Free Application for Federal Student Aid (FAFSA) online at: www.fafsa.ed.gov

Explore scholarship options: scffoundation.net/Scholarships

2 Test

- Call for an appointment with the assessment and testing center at SCF Bradenton or SCF Venice to take the Florida College Entry Level Placement Test (FCELPT). Bring your student ID number and a photo ID. Allow at least two hours to complete the entire test. (*Practice and review for the placement test online at scf.edu/Testing.*)
- OR
- Submit ACT or SAT scores, taken within the past two (2) years, to the College educational records office.

EDUCATIONAL RECORDS OFFICE

SCF Bradenton
Student Services, Bldg. 1
941-752-5050

SCF Venice
Student Services, Bldg. 100
941-408-1400, ext. 65050

scf.edu/Records

records@scf.edu

scf.edu/International
(*Visa students only*)

FINANCIAL AID

SCF Bradenton
Student Services, Bldg. 1
941-752-5037

SCF Venice
Student Services, Bldg. 100
941-408-1407

scf.edu/FinancialAid

askfinaid@scf.edu

ASSESSMENT AND TESTING CENTER

SCF Bradenton
Student Services, Bldg. 1
941-752-5238

SCF Venice
Student Services, Bldg. 100
941-408-1540

scf.edu/Testing

testing@scf.edu

5 basic steps continued

3 Register

Register for classes online at scf.edu/SCFconnect.

- First-time-in-college students: Schedule a new student orientation by contacting the assessment and testing center prior to registering for classes.
- Transfer students: Schedule an optional transfer orientation or meet with an advisor prior to registering for classes.
- Transient students: Submit transient form to enrollment services prior to registering for classes.
- Returning students: Register online at scf.edu/SCFconnect.

4 Pay

Pay your tuition and fees:

- Online by logging on to scf.edu/SCFconnect.
- In person at the campus cashier office.
- By phone with a credit card to the campus cashier office.
- With financial aid.
- By mail with check or money order payable to State College of Florida, Manatee-Sarasota. Print name and SCF ID number beginning with a "G" on the check or money order.

Mailing Address: State College of Florida, Manatee-Sarasota
Cashier Office
P.O. Box 1849
Bradenton, FL 34206

5 Prepare

Get your SCF ID card, parking decal and buy your books.

- Bring photo ID to the office of public safety and security to receive your free SCF ID and parking decal.
- Purchase your books at the SCF Bookstore & Shop at SCF Bradenton or SCF Venice.

NEW STUDENT ORIENTATION

SCF Bradenton
Student Services, Bldg. 1
941-752-5035

SCF Venice
Student Services, Bldg. 100
941-408-1400

scf.edu/Advising
advisor@scf.edu

CASHIERING/FEE PAYMENT

SCF Bradenton
Student Services, Bldg. 1
941-752-5076

SCF Venice
Student Services, Bldg. 100
941-408-1376

scf.edu/Tuition

OFFICE OF PUBLIC SAFETY AND SECURITY

SCF Bradenton
Student Union, Bldg. 14
941-752-5550

SCF Venice
Student Union, Bldg. 500
941-408-1550

BOOKSTORE

SCF Bradenton
Student Union, Bldg. 14
941-752-5211

SCF Venice
Student Union, Bldg. 500
941-408-1466

scf.edu/Bookstore

Disabled individuals needing accommodations or assistance with any of the 5 Basic Steps should contact the disability resource center:
SCF Bradenton: 941-752-5295 or TTY 941-755-6839
SCF Venice: 941-408-1448 or TTY 941-480-3420