

BUILDING CONSTRUCTION CHECKLIST

APPLICATION FOR MATC

Submit your admission application online at manhattantech.edu. Once the application is processed, you will receive a letter detailing the next steps in the process. Please allow 5 business days for processing and 3 days for mailing.

TEST/ASSESSMENT

Schedule an appointment for the COMPASS Assessment, if applicable. We use the COMPASS Assessment for placement into Math and English courses. If you have taken the ACT or college level Math/English classes, you may not need to take the COMPASS. Call Manhattan Tech with questions or to schedule an appointment at 785-587-2800.

FINANCIAL AID/MILITARY EDUCATION BENEFITS

Federal Financial aid is available in the form of grants, loans, and work study. If you would like to be considered for federal and state financial aid programs, complete and submit a Free Application for Federal Student Aid (FAFSA). You can submit the FAFSA online through the Department of Education's site: www.fafsa.ed.gov. Manhattan Tech's school code is 005500. We accept various military education benefits, please refer to our website for details.

TRANSCRIPTS

Be sure to send us official copies of transcripts from all institutions (high school included) attended prior to Manhattan Tech. Official transcripts can be dropped off at the office or can be mailed to:

Manhattan Area Technical College, 3136 Dickens Ave., Manhattan, Kansas 66503

Please refer to our website for more information about official transcripts, how they can be received by our institution as well as contact information for our registrar.

NEW STUDENT ORIENTATION & PROGRAM AND ENROLLMENT ORIENTATION

Students are required to attend New Student Orientation as well as Program and Enrollment Orientation activities. During these activities, faculty and staff provide vital information that will help students make a successful transition to Manhattan Area Technical College, including: Manhattan Tech Policies and Procedures, Program Course Schedules, Performance Expectations, Tools/Equipment/Uniform Lists.

Additionally, during the Program Orientation computer requirements will be covered. For a general list of requirements, visit our website and click on the future students tab.

ATTEND CLASS/MAKE PAYMENT

There are currently multiple payment options students can choose. Students must have set up a payment option by the first week of class. If you have questions about tuition, please contact our accounting office at 785-320-4512.