1. Complete the Returning Student Application
   Fax: 903-572-6712
   Mail: NTCC, Attn: Admissions Office, PO Box 1307, Mt Pleasant, TX 75455
   Drop Off: Administration Building, Admissions Office, NTCC Campus

2. Provide OFFICIAL immunization record showing bacterial meningitis vaccination
   Requires signature or stamp of a physician or public health personnel on a form which shows the month, day, and year the vaccination dose or booster was administered.

3. Provide OFFICIAL transcripts (high school/GED/college) to the Admissions Office
   Transferring more than 12 hours from another College or University:
   * we need your OFFICIAL College/University Transcript(s).

   Transferring less than 12 hours from another College/University:
   * we will need your OFFICIAL High School Transcript AND
   * your OFFICIAL College/University Transcript(s).

   The FAFSA (Free Application for Federal Student Aid) is used to determine eligibility for federal/state aid

5. Meet with an Advisor
   Advisors are available to determine course placement/selections

6. Register for Classes
   Online registration is available through the Portal

7. Pay Tuition and Fees
   For payment options, contact the Business Office at (903) 434-8109 or (903) 434-8118.

8. Purchase Textbooks
   College Bookstore (903) 434-8150.