



OFFICE OF SPECIAL SERVICES: REGISTRATION CHECKLIST

- ☐ I have completed and submitted an online application:
http://www.mccc.edu/admissions_application.shtml
- ☐ I have made an in-person intake appointment with the Office of Special Services to discuss academic accommodations and the college skills placement tests (Accuplacer and Writeplacer): 609-570-3517.
- ☐ I have made an appointment with the Testing Center to take the placement tests: 609-570-3295 (West Windsor campus) and 609-570-3151 (Trenton campus). When I make the appointment I will say I have academic accommodations. I will also bring my accommodation letter and photo ID on test day.
- ☐ I have obtained documentation of my disability from a qualified evaluator as described during my intake appointment
- ☐ I have made an appointment to discuss placement test scores and to submit documentation at the Office of Special Services: 609-570-3517.
- ☐ I have made an appointment with the Office of Special Services to schedule my classes: 609-570-3517.
- ☐ I have received my accommodation letter, have made copies and will submit one to each of my professors; if receiving testing accommodations, testing center must also receive a copy of the accommodation letter.