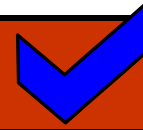


# Jefferson Community & Technical College

## Admission Checklist



### Apply for Admission

**Step 1: Complete Application.** Applications can be completed by one of the following methods:

IN PERSON—Come to any JCTC Campus

- Carrollton Campus—324 Main Street
- Downtown Campus— Jefferson Educational Center (JEC)-200 W. Broadway
- Jefferson Technical Campus— Building B, 727 West Chestnut Street
- Shelby County Campus— 1361 Frankfort Road
- Southwest Campus—Administrative Building—1000 Community College Drive

ONLINE—Fill out the online application for Admissions (online application fee) or print out application and mail in (free). [www.jefferson.kctcs.edu](http://www.jefferson.kctcs.edu) then click on Admission under “Top questions and follow directions.

**DEADLINES**—Dec. 7th for Spring 2012 Admission

**Step 2: Financial Aid.** If you have applied for Financial Aid, be sure that you have added JCTC’s school code: (006961) to the list of schools. ALLOW 4– 6 WEEKS LEAD TIME. [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

### **Step 3: JCTC Orientation**

- New freshmen must attend JCTC Orientation (Attending an JCTC/ULtra Orientation counts! Availability on a first come basis, registration at <http://louisville.edu/ultra/ultra-orientation-registration-form/>)
- Transfer students are not required but may find it helpful.

**Step 4: Complete the Compass Assessment Test.** This test is required for incoming freshmen to determine which level of classes you must take. Students who have taken the ACT and scored an 18 in English, Reading and a 20 in Math do not have to take the Compass test, so bring a copy of your ACT test scores.

**Step 5: Meet with a JCTC Advisor.** Your JCTC Advisor will assist you in selecting your classes. Tell your JCTC Advisor that you will be an ULtra student and intend to transfer to UofL.

**Step 6: Pay Tuition by Deadline.** You must pay tuition by the payment deadline date or your classes may be dropped. <https://students.kctcs.edu>.

**Step 7: Contact the ULtra office.** If you intend to transfer to the University of Louisville you should meet with ULtra advisor to review your schedule for correct classes for transfer into your UofL major, get information on the transfer process, and sign up for the program.

- JCTC Downtown: ULtra is located on the 9th floor of the JEC Building. Our hours are Monday—Thursday 9:00-5:00pm. (502) 213-4538.
- JCTC Southwest: ULtra is located in the CREW Center in the Student Community Center Room 102 and is open Monday & Tuesday 9:00-5:00pm. (502) 213-7257
- JCTC Shelbyville: An ULtra representative is on site on selected Thursdays of every month from 9:00-5:00pm in the advising center.

**Step 8: Housing.** ULtra students are eligible to live in UofL affiliated properties. For more information visit <http://louisville.edu/ultra/future/apply-for-uofl-housing.html>

JCTC Help Desk  
(502) 213-2358

### JCTC Advising

Downtown:  
JEC Building 6th Floor  
(502) 213-2277

Southwest:  
Student Community Building  
(502) 213-7204

Shelbyville:  
(502) 633-5524

### JCTC Assessment/Testing

Downtown:  
JEC Building 6th floor  
(502) 213-2256

Southwest:  
(502) 213-7390

### Important websites

[www.jefferson.kctcs.edu](http://www.jefferson.kctcs.edu)  
[www.louisville.edu/ultra](http://www.louisville.edu/ultra)  
[www.louisville.edu](http://www.louisville.edu)  
[www.fafsa.ed.gov](http://www.fafsa.ed.gov)



University of Louisville Transfer Program-ULtra  
200 West Broadway  
Jefferson Education Center, Suite 900  
Louisville, Kentucky 40202  
502-213-4538



University of Louisville Transfer Program

[www.louisville.edu/ultra](http://www.louisville.edu/ultra)