New Student Admissions Checklist
VISITING STUDENTS

STEP 1

Complete a form to verify residency status through the Residency Determination Service (RDS).

For more information about RDS and to complete Residency Determination, applicants should visit the following link: *Residency Information* ***https://ncresidency.cfnc.org/residencyInfo/***

(If you already have an RDS Number, you can use that same number for your PCC Application.)

Complete online application at **www.pittcc.edu. Click 'Apply Now'.**

Once your application is processed, you will receive a welcome letter from PCC with further information. Please note that this letter will be sent to the address listed on the application. If more than two weeks have passed, you can check on the status of your application by emailing pittadm@email.pittcc.edu.

☑ COMPLETE

STEP 2

Submit an official high school transcript or high school equivalency scores.

Transcripts are necessary if transfer credit is to be awarded and/or for students to meet necessary course prerequisites.

If needed, submit or request Placement Test scores.

Submit official transcripts from each post-secondary institution attended.
Transcripts are necessary if transfer credit is to be awarded and/or for students to meet necessary course prerequisites.

Submit transcripts one of three ways:

1. Mail to: Office of the Registrar
   P.O. Drawer 7007
   Greenville, NC 27835
3. For additional questions call 252-493-7232

☐ COMPLETE

STEP 3

Contact your Student Success Advisor to register for classes.

Student Success Advisors are located in the Craig Goess Student Center, Room 120.
To reach our office, please call 252-493-7322 or email advising@my.pittcc.edu.

☐ COMPLETE

QUESTIONS?

Got a QUESTION?
Use the PCC Contact List below to make contact with one of our departments!

- Student Success Advisors *(Admissions, Advising, & New Student Orientation)* – 252-493-7245
- Registrar's Office *(transcripts & residency questions)* – 252-493-7232
- Financial Aid – 252-493-7339
- Help Desk *(MYPITTCC login Assistance)* – 252-493-7487
- Veteran Affairs *(VA Benefits)* – 252-493-7323
- Accessibility Services *(Special Accommodations)* – 252-493-7595

CONTACTS

Welcome to Pitt Community College!

PITT Community College™

www.pittcc.edu