1. **Update contact information if necessary.**
   - Complete and submit an online readmission form at www.triton.edu/readmission. If applicable submit supporting documentation to the Records Office.

2. **Apply for financial aid if needed.**
   - Apply online at www.fafsa.gov and be certain to enter Triton’s school code: 001773. Apply as early as Jan. 1 to maximize your aid opportunities. Learn more at www.fafsa.gov.
   - Students who have already completed an associate’s or bachelor’s degree and are pursuing a second degree will need to submit an appeal to the Financial Aid Office to be considered for financial assistance. Only students seeking a higher degree will be considered for aid.

3. **Submit official transcripts if necessary.**
   - If you wish to apply courses taken at another institution, you will need to submit official transcripts AND request that they be evaluated for appropriate course transfer.

4. **Meet with a counselor.**
   - Determine if you need to take the placement test or if you qualify for a placement testing waiver. All students are required to either take the placement exam or submit an unofficial transcript with a grade of “C” or better in college level Mathematics and/or English.
   - Update your academic plan/program of study. Students who have not been enrolled at Triton for one calendar year are required to follow the program of study outlined in the current catalog year. If required, complete a general petition for readmission.

5. **Take placement test if needed.**
   - Placement test scores are valid for two (2) years. You do not need to take the placement test if you have already done so within the last two years or if you earned a grade of “C” or better in college level Mathematics and/or English.

6. **Register for classes.**
   - Register online through the MyTriton portal, in person at the Welcome Center, or by phone at (708) 456-0300, Ext. 3130.

7. **Make payment arrangements.**
   - Tuition balances may be paid in full by using cash, money order, check, or credit card (American Express, MasterCard, or Visa); at the Cashier’s Office, Room A-202 or in the Student Center; or online through the MyTriton portal (including FACTS payment plans).