

# Odessa College Checklist for New Students

Student ID # \_\_\_\_\_ Student Success Coach \_\_\_\_\_

## \_\_\_ Step 1: Figure out what you want to study – Visit with Recruiting

Wrangler Express Center, Saulsbury Campus Center or email: [recruitment@odessa.edu](mailto:recruitment@odessa.edu) for questions

## \_\_\_ Step 2: Apply for admissions online at [www.applytexas.org](http://www.applytexas.org)

Set-up a profile using an email address you can access. Choose 2-year college application and select Odessa College. Fill in biographical information. Next, select new application, choose semester. Be sure to save each survey question at the end to submit. Wrangler Express Center, Saulsbury Campus Center or email: [wranglerexpress@odessa.edu](mailto:wranglerexpress@odessa.edu) for questions

## \_\_\_ Step 3: Apply for Financial Aid and Scholarships

Visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and complete application. School code: 003596.

Then visit [www.odessa.edu](http://www.odessa.edu), Click on the Icon “Paying for College” to fill out your Scholarship Application.

NOTE: THE FAFSA APPLICATION IS FREE. IF THE SITE ASKS YOU FOR A CREDIT CARD PLEASE EXIT THE WEBSITE IMMEDIATELY!

## \_\_\_ Step 4: Bacterial Meningitis Shot

Wrangler Express Center, Saulsbury Campus Center

The shot is required for all students under the age of 22 prior to registration.

**\*NOTE: SHOT EXPIRES AFTER 5 YEARS, ENSURE THAT YOUR VACCINATION OR BOOSTER IS CURRENT.**

## \_\_\_ Step 5: Official Transcripts

Mail to: OC RECORDS OFFICE, 201 W. University Blvd, Odessa, TX, 79764; \*Deliver in Person; or Send via Electronic Transcript Service such as Clearinghouse or Parchment. Provide official transcripts from your high school and/or all colleges previously attended.

Athletes and those applying for financial aid must submit their official high school transcript. Questions? Email: [records@odessa.edu](mailto:records@odessa.edu)

**\*NOTE: IT MUST BE SEALED IN THE ENVELOPE FROM THE SCHOOL IF OPENED THE TRANSCRIPT IS NO LONGER OFFICIAL.**

## \_\_\_ Step 6: Testing – TSIA, ACT, SAT or STAAR

Testing Center, Spur Building 150 or email: [testingcenter@odessa.edu](mailto:testingcenter@odessa.edu) for questions

Previous test scores could exempt you from testing. Visit with your Student Success Coach.

## \_\_\_ Step 7: Meet with your Student Success Coach – If college ready, register for classes

Pathways Advising Center, 2nd floor Saulsbury Campus Center or email [advising@odessa.edu](mailto:advising@odessa.edu) for registration.

## \_\_\_ Step 8: Pay for your classes. You can pay in full or set-up a payment plan

Wrangler Express Center, Saulsbury Campus Center or email [wranglerexpress@odessa.edu](mailto:wranglerexpress@odessa.edu) for assistance on how to pay/set-up a payment plan online via WebAdvisor. Payment Plans can only be set-up online via WebAdvisor.

## \_\_\_ Step 9: Student ID card and Parking Permit

Wrangler Express Center, Saulsbury Campus Center

WRANGLER DIGITAL ID CARD: Must be enrolled & at least have a payment plan set-up to receive ID. Dual Credit/Early College High Schools/GED/CE students: See Wrangler Express for more information.

Parking Permit: Must know the make, model, year and license plate of vehicle. Students will park in yellow spaces.

## \_\_\_ Step 10: Set-up Wrangler Portal, WebAdvisor, Blackboard and Student Email

Learning Resources Center (LRC) or email [library@odessa.edu](mailto:library@odessa.edu) for questions

The LRC can assist you in setting up your accounts.

IMPORTANT NUMBERS					
OC Main Number	432-335-6400	Wrangler Express	432-335-6849	Records Office	432-335-6404
Financial Aid	432-335-6429	Student Accounts	432-335-6407	Advising Center	432-335-6433
OCTECHS/OCA (Formerly Falcon ECHS)	432-335-6317	Testing Center	432-335-6620	Transitional Learning Center (Adult Basic Edu)	432-335-6380
Continuing Edu.	432-335-6580	Dual Credit	432-335-6476	Student Learning Resources (Library)	432-335-6640
Student Success Center	432-335-6878	Campus Police	432-335-6666	Foundation Office (Scholarships)	432-335-6648
Sports Center	432-335-6688	Campus Police After Hours	432-238-6334	Writing Success Center	432-335-6562
Cafeteria	432-335-6435	Children's Center	432-335-6522	Bookstore	432-335-6655
STEM Success Center	432-335-6537	Human Resources	432-335-6606	Student Housing	432-335-6300

Academic Success Coaches by School			
School of Liberal Arts & Education Dean: Pervis Evans		School of Business & Industry Dean: Dr. Jennifer Myers	
Brenda Robinson – brobinson@odessa.edu Mireya Jacuinde – mjacuinde@odessa.edu Ranee Peterson – rpeterson@odessa.edu William Council – wcouncil@odessa.edu		Bonnie Kelley – bkelley@odessa.edu Destiny Singh – dsingh@odessa.edu Rodney Hernandez – rhernandez@odessa.edu	
Art	Mathematics	Automotive/Diesel	Engineering
Child Development	Philosophy	Business Administration	Law Enforcement Training Academy (LETA)
Education	Photography	Business Leadership	Occupational Safety & Environmental Technology (OSET)
English	Psychology, Sociology	Computer Science	Precision Manufacturing
General Studies – Art/Humanities	Social Sciences	Cosmetology	Office Administration
General Studies - STEM	Spanish	Criminal Justice	Paralegal
Humanities	Speech	Culinary Arts	Welding
Integrated Studies - STEM	Substance Abuse Counseling	Energy Technology (Instrumentation)	General Studies – Business/Industry
Mass Communications	Theatre	<b>School of Health Sciences</b> Interim Dean: Nicole Hays	
Ranee Peterson – rpeterson@odessa.edu		Chelsy Nanny – cnanny@odessa.edu Rod Johnson – rjohnson@odessa.edu	
Music			
<b>Bachelor of Applied Arts and Sciences (BAAS)</b>			
Megan Brincks – mbrincks@odessa.edu		Agriculture	Geology
BAAS – Automation	BAAS – Entrepreneurship	Astronomy & Physics	Kinesiology
BAAS – Occupational Safety & Health Management		Biology	Nursing – ADN & LVN
<b>Athletics</b>		Chemistry	Physical Therapy Assistant
Ranee Peterson – rpeterson@odessa.edu		Emergency Services Technology	Radiologic Technology
Baseball	Golf	Exercise & Sports Sciences	Sports Medicine
Basketball – Men's	Rodeo	Fire Technology	Surgical Tech
Basketball – Women's	Softball	General Studies – Health Sciences	
Cross Country	Track & Field		
Dance	Volleyball		