



ENROLLMENT CHECKLIST

Establish your myTerra Account

Please use the T number you will receive in your acceptance letter to establish your account at my.Terra.edu under the account management tab.



Provide Transcripts of Prior Learning

If you have earned a high school or GED diploma, the appropriate transcript must be submitted to the Office of Admissions at Admissions@Terra.edu. The high school transcript must indicate you have graduated, or the GED certificate must include test scores. Failure to submit the appropriate record will prevent you from registering after your first semester.



If you attended a college/university previously, please have all official transcripts sent directly to our Records Department at RecordsDept@Terra.edu (contact your previous institution for their method of ordering transcripts). You will receive an email when your transcripts have been evaluated. Please allow several days for evaluation.

If you have Career Technical or Adult Education program credit through a career center, bring your Tech Prep Passport or Articulated Credit Certificate to be evaluated by your Academic Advisor.

Attend Orientation at Terra State

Orientation is essential for student success, and we encourage all new students to attend. Please call the Office of Admissions at 419.559.2349 to sign up.

We have both in-person and online orientation options available.



Meet with an Admissions Advisor

Schedule an appointment to meet with your Admissions Advisor by contacting the Office of Admissions. These appointments can be in-person, over the phone or virtual.

Your Admissions Advisor will discuss your educational and career goals, review your selected program of study, discuss financial aid and help prepare you for your Academic Advising appointment.



Apply for Housing

Visit Terra.edu/Housing to explore our residence hall options and reserve your spot in The Landings at Terra Village.



Complete Placement Testing

Placement scores are encouraged to help with accurate placement into college-level courses. All new, degree-seeking students and any student wishing to take a class with English, math or computer placement prerequisites may test.

Placement can also be determined by submitting ACT scores (code #3353). Practice test information is available at Accuplacer.Collegeboard.org. Contact the Academic Service Center to schedule a test at 419.559.2109.



Office of Admissions
Roy Klay Hall, Room A100
419.559.2349
Admissions@Terra.edu