SUNY ORANGE
ACADEMIC ADVISING

Need Help Getting Logged in? Call the I.T. Help Desk 845-341-4749

Next Steps after New START
FALL 2025
Academic Advising
FirstYearSupport@sunyorange.edu
(845)341-4070

☐ **1. UPLOAD YOUR IMMUNIZATIONS**— MMR, Covid, etc.
Where? On the Wellness Center webpage.
When? Before your New START registration appointment

☐ **2. REGISTER FOR CLASSES**—All students new to the college meet with an academic advisor to complete their class schedule and obtain an alternate PIN to register online.
Where? Virtually through Zoom or on campus
When? After completing the online New START

☐ **3. REVIEW YOUR SCHEDULE**— Verify your registration, and that the classes you selected are on the days, times, or campus location desired.
Where? In your Student Academics page, click on "View My Class Schedule"
When? 1) Immediately after registration 2) when visiting the bookstore to buy your books 3) before classes begin

☐ **4. SUBMIT ANY ADDITIONAL OFFICIAL TRANSCRIPTS**—College, high school, GED, BOCES, etc. to Apply@sunyorange.edu.

☐ **5. SUBMIT A VALID CERTIFICATE OF RESIDENCE**— You will be billed non-resident (double) tuition until your NYS residency is verified. It is required every year.
Where? Upload online from your Student Finances page
When? Within 30 days of the start of the semester

☐ **6. MAKE TUITION PAYMENT ARRANGEMENTS** —
Where? In your Student Finances page, click on "My Account Statement" to see your bill and select either **Pay In Full** or **Make a Payment Plan**. For more information email StudentServicesCentral@sunyorange.edu or click on "Payment Options" in the Student Accounts Information box.
When? Payment arrangements must be in place by the deadline posted below, or you may be dropped from your upcoming registered courses.

Registered between...	Payment deadline...
through July 31, 2025	August 11, 2025
Aug. 1 to Aug. 25, 2025	August 25, 2025
Beginning Aug. 26, 2025	Same day as registration

Fall 2025 Payment Plan Options

Number of Payments	Dates Available
5 Payments	June 1 to June 15, 2025
4 Payments	June 16 to July 15, 2025
3 Payments	July 16 to Aug. 26, 2025
2 Payments	Aug. 27 to Sept. 15, 2025

☐ **7. APPLY FOR FINANCIAL AID**—Use the Financial Aid Checklist or email StudentServicesCentral@sunyorange.edu.
Where? To create your FSA ID and complete your 2025/2026 FAFSA visit https://studentaid.gov/
When? Students must submit a FAFSA for 2025/2026 by July 1. Students who have not received confirmation of financial aid eligibility should arrange for a payment plan by the published deadline.

☐ **8. OBTAIN AN I.D.** — You can obtain your student ID card electronically by following instructions on the web site: sunyorange.edu/csi/desk.html

☐ **9. BUY TEXTBOOKS & SUPPLIES**—College Bookstore available at either campus and online on your Student Services/Resources page. Be aware of the refund policy. Financial Aid recipients may be eligible for bookstore credit. For more information refer to your Student Finances page.

☐ **10. CHECK YOUR SUNY ORANGE EMAIL**—Check your student email account regularly for important information coming from your instructors and offices at the College.

☐ **11. ATTEND ORIENTATION**—Mark your calendar! Get acquainted with SUNY Orange, students in your Community and your Pathway Coach.
Where? Monitor your student email for information
When? Middletown—August 22 & 23
Newburgh—August 21

Change in Plans? Speak with your Advisor!

Use your registration PIN to drop all classes **before August 31, 2025** to qualify for a 100% refund of tuition and fees.
Tuition Refund Policy*

Dropping below 12 credits...		% Refunded...
Prior to start of semester	**Before August 25, 2025**	100% (Tuition & Fees)
1st week of semester	**Aug. 26—Aug. 31, 2025**	75% (Tuition only)
2nd week of semester	**Spt. 1—Spt. 7, 2025**	50% (Tuition only)
3rd week of semester	**Spt. 8—Spt. 14, 2025**	25% (Tuition only)
	After Spt. 15, 2025	0%

During the Add/Drop period (first week of the semester for full term classes; first two days for 8-week classes) students may swap an equal number of credits during the same part of term without incurring additional charges if done on the same calendar day.

☐ **12.** Review your **New START** online as needed from your **First Year Support box** in your Student Academics page after registration.

☐ **13.** Additional information for students:
Veteran Affairs and *Accessibility Services*