

# Pre-STAR Assignment

*Be prepared! Here are five important steps to complete before you attend STAR Seminar.*

## Step 1 – Log into your MyOTC account

- Refer to the instructions in your admissions acceptance letter or [click here](#).
- Once you have enabled your account, view your degree audit in MyOTC. Log into MyOTC; under the Academics section, click on "Degree Audit". Your degree audit will list the classes required for your program of study.
- If you do not have internet access or need assistance logging in, please visit Student Services or the Student Help Desk at least 30 minutes prior to the start of your STAR Seminar.
- Date completed: \_\_\_\_\_

## Step 2 – Review the self-placement guidelines

- It will be your responsibility to decide which English and math courses are the best fit for you. It is important that you make an informed and wise choice about your placement.
- For the self-placement guidelines, [click here](#).

## Step 3 - Determine your enrollment status

- Full-time: 12 or more credit hours  
Part-time: 11 or fewer credit hours
- Anticipated Homework Load: allow two hours of study time for every hour you spend in class each week. For example, if you enroll in 12 credit hours in the fall semester, expect to spend approximately 24 hours outside of the class each week doing homework.
- OTC offers a variety of scheduling options. Which days and times will work best for you? To view the class schedule, [click here](#).
- I plan to be a \_\_\_\_\_ student.  
(Full-time / Part-time)

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## Step 4 – Complete Career Counseling

- If you are unsure about which program of study to pursue at OTC, then you should complete career counseling. [Click here](#) to take our online career assessment. To schedule a career counseling appointment, call 417-447-6964. Career counseling is free of charge.
- During the STAR Seminar, academic advisors will be working with you to determine the classes needed for your particular program. It's important to know your program of study before you attend STAR.
- If you are pursuing the Associate of Arts degree, career counseling can help you select a college major for when you transfer to a university.
- [Click here](#) to view degrees and certificates offered at OTC
- Date completed: \_\_\_\_\_

## Step 5 - Determine how you're going to pay for school

- To help you answer this important question, first consider the cost of tuition and fees. Will you be applying for Financial Aid? Or paying out of pocket?
- For the cost of tuition and fees, [click here](#).
- For Financial Aid information, [click here](#).
- For tuition payment information, [click here](#).