

## Not sure where to begin? Scan here to schedule your Metro Momentum Appointment today!

- 30 minutes
- Virtual or in person (UofL, Downtown, or Southwest campuses)
- Meet with a Student Success Counselor to go over your specific situation
- Review, FAFSA, balances, admissions processes and more!



### Step 1: Get started!

#### Reactivate your status at UofL or JCTC.

- **JCTC:** Submit a new application to JCTC: [jctc.me/apply](http://jctc.me/apply)
- **2+2 = Bachelor's Degree**
  - *Looking to save some money?* Start at JCTC to earn your Associate's before transferring to UofL to finish your Bachelor's
- **UofL:**
  - **Last attended less than two years ago (4 fall + spring semesters or less)**
    - Submit request to re-enroll - [student.louisville.edu/registrar/registration/student-forms/request-reenroll](http://student.louisville.edu/registrar/registration/student-forms/request-reenroll)
  - **Last attended more than two years ago**
    - Submit a new application to UofL: [louisville.edu/admissions/apply](http://louisville.edu/admissions/apply)
    - *Been out for two (or more) years and have an overdue balance?* Ask about the Comeback Cards program
    - [louisville.edu/admissions/comeback-cards](http://louisville.edu/admissions/comeback-cards)

#### Register for classes at UofL or JCTC.

- **JCTC** For enrollment guidance, visit [jefferson.kctcs.edu/enrollment-checklist.aspx](http://jefferson.kctcs.edu/enrollment-checklist.aspx).
- **UofL** For registration guidance, visit [student.louisville.edu/registrar/registration](http://student.louisville.edu/registrar/registration).

- **If this will be your first semester at UofL:**

Requirements to participate in Metro College at UofL are as follows:

- Cumulative high school GPA of 3.3 (GED 660) OR
- Cumulative high school GPA of 3.0 (GED 600) **AND** a 21 ACT or 1060 SAT composite or Superscore OR
- 60 earned or transferable college credit hours **OR** an associate degree.

See how your benefits will work for you with our Benefits Calculator



#### Submit and complete the Free Application for Federal Student Aid (FAFSA) every academic year.

- Submit the FAFSA at [StudentAid.gov](http://StudentAid.gov) using code 001999 for UofL or 006961 for JCTC. Because of the FAFSA requirement, MC eligibility is limited to U.S. citizens and eligible noncitizens as defined by the Federal Student Aid Office.
- Participants enrolled in fewer than 7 credit hours must submit the FAFSA and notify their MC Student Success Counselor that their FAFSA may not be eligible for review by the Financial Aid Office. (This is not a disqualification from MC participation.)

### Step 2: Re-submit Employment Verification at [Forms.Metro-College.com/VerifyEmployment](http://Forms.Metro-College.com/VerifyEmployment).

#### Returning MC participants must re-submit the UPS MC Employment Verification form.

- Once you are (1) working in an MC-eligible position at UPS, are (2) enrolled in classes, and have (3) submitted the FAFSA, the next step is to re-submit the MC UPS Employment Verification form at [Forms.Metro-College.com/VerifyEmployment](http://Forms.Metro-College.com/VerifyEmployment).

### Step 3: Schedule an appointment and sign your MC agreement!

#### Log into the MyMC portal at [MyMC.Metro-College.com](http://MyMC.Metro-College.com) and schedule an agreement appointment!

- Schedule the first available in-person or virtual appointment to sign your next agreement. As a returning MC participant, you are **not** required to complete the online MC orientation, called the Student Transition Program (STP).



## IMPORTANT DATES BY SEMESTER

**FALL      SPRING      SUMMER**

<b>TUITION DEFERMENT AGREEMENT DEADLINES</b>	metro-college.com/benefits/tuition		
Returning and New participants with agreements signed by the institution's payment due date are guaranteed deferment of MC-eligible tuition.	See the JCTC and UofL Bursar websites for institution payment due dates by semester.		
Current MC participants who have signed agreements within the previous 12 months are guaranteed deferment with agreements signed by the dates indicated. **	<b>July 25</b>	<b>Dec. 15</b>	<b>Apr. 25</b>
<b>TUITION REIMBURSEMENT AGREEMENT DEADLINES</b>	metro-college.com/benefits/tuition		
Participants with agreements signed after the tuition deferment deadline and by dates indicated are expected to pay all charges by their institution's payment due date. MC-eligible charges will be eligible for reimbursement after MC benefits are paid. *	<b>Oct. 15</b>	<b>March 15</b>	<b>Aug. 1</b>
<b>TUITION BENEFIT</b>	metro-college.com/benefits/tuition		
<b>WORK COMMITMENT</b> UPS employment must be maintained through dates indicated.	<b>Dec. 31</b>	<b>May 31</b>	<b>Sept. 1</b>
<b>TIMING OF PAYMENT</b> MC-eligible tuition is paid directly to the institution.	Feb.–Mar.	Aug.–Sept.	Nov.–Dec.
<b>FEE PAYMENT ASSISTANCE</b>	<a href="http://metro-college.com/benefits/fee-payment">metro-college.com/benefits/fee-payment</a>		
<b>WORK COMMITMENT</b> UPS employment must be maintained through dates indicated.	<b>Dec. 31</b>	<b>May 31</b>	Not Applicable
<b>TIMING OF PAYMENT</b> Fee Payment Assistance is paid directly to the institution.	JCTC After 4/30 UofL After 2/10	JCTC After 9/10 UofL After 6/2	
<b>SEMESTER COMPLETION ACADEMIC BONUS</b>	<a href="http://metro-college.com/benefits/academic-bonuses">metro-college.com/benefits/academic-bonuses</a>		
<b>WORK COMMITMENT</b> Active employment must be maintained through dates indicated.	<b>Dec. 31</b>	<b>June 30</b>	Not Applicable
<b>TIMING OF PAYMENT</b> Academic bonuses are paid on the UPS paycheck. <a href="http://metro-college.com/benefits/academic-bonuses">metro-college.com/benefits/academic-bonuses</a>	After March 1	After Aug. 15	

\* The "Hire By" Employment deadline and the Tuition Reimbursement Agreement deadline may be extended depending upon UPS hiring needs.

\*\* Returning and Current participants transferring from JCTC to UofL (or from UofL to JCTC) are expected to notify their MC Student Success Counselor before the tuition-deferment agreement deadline to confirm eligibility and to request updates to the MC database.

## Resources

	<b>Admissions</b>	<b>Financial Aid</b>	<b>Bursar</b>	<b>Student Support</b>	<b>Advising</b>
<b>JCTC</b>	<a href="http://jctc.me/admissions">jctc.me/admissions</a> (855) 246-5282 Jefferson- <a href="mailto:admissions@kctcs.edu">admissions@kctcs.edu</a>	<a href="http://jctc.me/financialaid">jctc.me/financialaid</a> (855) 246-5282 jefferson- <a href="mailto:financialaid@kctcs.edu">financialaid@kctcs.edu</a>	<a href="http://jefferson.kctcs.edu/affording-college/bursar/">jefferson.kctcs.edu/affording-college/bursar/</a> (855) 246-5282 Jf-bursaroffice- <a href="mailto:main@kctcs.edu">main@kctcs.edu</a>	<b>Learning Commons</b> <a href="http://jctc.me/learningcommons">jctc.me/learningcommons</a> jf-learning- <a href="mailto:commons@kctcs.edu">commons@kctcs.edu</a> 502-213-2154	<a href="http://jctc.me/advising">jctc.me/advising</a> JF-Advising- <a href="mailto:Center@KCTCS.edu">Center@KCTCS.edu</a>
<b>UofL</b>	<a href="http://louisville.edu/admissions/">louisville.edu/admissions/</a> <a href="mailto:admitme@louisville.edu">admitme@louisville.edu</a> 502-852-6531	<a href="http://louisville.edu/financialaid/">louisville.edu/financialaid/</a> 502-852-5511 <a href="mailto:finaid@louisville.edu">finaid@louisville.edu</a>	<a href="http://louisville.edu/bursar/">louisville.edu/bursar/</a> 502-852-6503 <a href="mailto:bursar@louisville.edu">bursar@louisville.edu</a>	<b>REACH Center</b> <a href="http://reach.louisville.edu/">reach.louisville.edu/</a> <b>Student Success Center</b> <a href="http://louisville.edu/studentsuccess">louisville.edu/studentsucc</a> <a href="mailto:ess">ess</a> <a href="mailto:succeed@louisville.edu">succeed@louisville.edu</a>	<a href="http://louisville.edu/advising/centers/">louisville.edu/advising/centers/</a> >>Your specific advisor determined by college/major.

## CONTACT US!

**Metropolitan College** [metro-college.com](http://metro-college.com) askmetro@kctcs.edu 502.213.4520 or 502.852.2749

**MC Portal** [mymc.metro-college.com](http://mymc.metro-college.com) (MC participants can log in with GEMS ID and date of birth.)

**UPS Education Programs Specialist** Sara Heun [saraheun@ups.com](mailto:saraheun@ups.com) | 502.416.3868