

A GUIDE TO THE COLLEGE'S STANDARD ADMISSIONS PROCESS



CMN College of Menominee Nation
KESHENA • GREEN BAY

WHAT DO I NEED TO DO? AND WHEN?

We know that applying to college can be a little intimidating, but relax. Following these helpful tips will make it easy to stay on track.

Requirements for Admission:

Must be a U.S. Citizen or Permanent Resident

Must be a High School Graduate/GED/HSED

- ▶ CMN does not currently accept International students
- ▶ Home schooled applicants will be considered on an individual basis.
- ▶ General Educational Development Test (GED)* and High School Equivalency Diploma (HSED)

Semesters Begin:

- ▶ Fall - mid-August
- ▶ Spring - mid-January
- ▶ Summer - June

STEP 1

Submit the Admission Application

▶ Application Entry Type

When you begin your application you will be asked to select the category that describes you best.

Degree Seeking

– if you are a new student who has never before enrolled in college please select this option.

Returning

– If you have stopped out of CMN for a year or more and did not enroll in another college please select this option.

Non-Degree

– If you are interested in taking a course or a certificate program (such as CNA or HHA) please select this option.

Transfer

– If you previously have been enrolled in another post-secondary institution please select this option.

High School

– If you are currently attending High School and want to participate in Learn & Earn or Youth Options please select this option.

Applying for Admission

Applying to the College of Menominee Nation is free and easy. Follow the five-step process indicated below for guidance.

STEP 1 Submit Application

STEP 2 Submit Admissions Documents
Transcripts ■ Accuplacer or ACT scores ■ Tribal Enrollment Verification (if applicable)

STEP 3 Schedule Accuplacer
(if not completed in the past 3 years)

STEP 4 Log onto MyEmpower
Log onto www.menominee.edu

STEP 5 Register for classes
Complete FAFSA

Continued on reverse side

STEP 2

Admission Documents

► Admission Documents Required

Tribal Enrollment Verification
(if applicable)

High School Transcripts
College Transcripts

Accuplacer Placement Test
or ACT scores

Submitting Admission Documents Instructions

- by uploading documents to your MyEmpower account
- by scanning documents to admissions@menominee.edu
- by faxing documents to 715 799-4392

Submit Official Transcripts

- by mailing to:
College of Menominee Nation
Admissions Office
P.O. Box 1179
Keshena, WI 54135
- or by scanning to admissions@menominee.edu

STEP 3

Schedule Your Accuplacer Placement Test

Call to schedule your Accuplacer test based on the campus you plan to attend or talk with staff about the resources available to you.

Keshena Campus:
715 799-6226, ext. 3051

Green Bay/Oneida Campus:
920 965-0070

Placement testing is an admission requirement for all High School and New First-Time Freshmen students. The requirement for Transfer and Returning students is determined on an individual basis. In order to help you make progress toward your educational and career goals, CMN uses the ACCUPLACER, which is a type of placement test.

Your placement scores in math, reading and writing (sentence skills) will help you select the initial pathway for achieving your goals with guidance from your advisor. The scores allow you and your advisor to select English and math courses that are appropriate for you. Students who are placed correctly are much more likely to be successful in college.

STEP 4

MyEmpower Account

► What is the status of my application for admission?

You can monitor the status of your application and track missing documents by accessing My Empower, an online student portal, at www.menominee.edu. You will need to login using your MyEmpower username and password before you can check the status of your application. You will receive this access information when you submit your Admission Application.

Your MyEmpower username and password are sent to the email address you used when applying.

Username:

- First six letters of last name (use whole last name if less than six letters)
- First initial of first name followed by an underscore
- Month and day of birthday
Example: 0110
- Username
Example: squash_0110

Password:
CMN Student ID number
Example:
10985214

STEP 5

Complete FAFSA and Register for Classes

After receiving your acceptance letter you are required to meet with the staff member assigned to be your Student Achievement Specialist to schedule your classes. It is your responsibility to schedule an appointment by contacting the campus you plan to attend.

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For more information regarding Financial Aid and FAFSA please refer to the Financial Aid Guide.

CMN is accredited by the Higher Learning Commission (www.hlcommission.org)