

CENTRAL LAKES COLLEGE

Fall 2025

REGISTRATION GUIDE



We Build Futures.

CLC CENTRAL
LAKES COLLEGE



PRESIDENT'S LETTER

Dear Students

Greetings,
On behalf of all faculty and staff, I welcome you to Central Lakes College! We are absolutely thrilled to have you here. When you join CLC, you become part of a family. Here, we know you by name. We care about your goals and truly want to help you be successful. With that in mind, we created this Student Registration Guide, which paints a road map of how to begin your academic journey here at Central Lakes College. You will find CLC is committed to providing you limitless opportunities, regardless of your path in life. We take to heart our mission to work with you to "build futures." I encourage you to get involved with our many student activities and enjoy the full college experience we have to offer.

Your journey ahead will be exciting and challenging. While there will be bumps in the road, remember that you're not alone. We are here for you. Don't be afraid to ask questions. Not sure who to ask? Stop by the Welcome Center, find a familiar face you met during registration, or stop by my office. Together, we'll get you on the path to success. Above all, remember that this journey is all about you and your goals. Central Lakes College will help you get there.

Sincerely,

Dr. Hara Charlier, Ph.D.
Central Lakes College President

Brainerd Campus | 501 West College Drive, Brainerd, Minnesota | 800-933-0346 | 218-855-8000
Staples Campus | 1830 Airport Road, Staples, Minnesota | 800-247-6836 | 218-894-5100
www.clcmn.edu

CLC is an equal opportunity educator and employer. ADA accessible.

A MEMBER OF MINNESOTA STATE

NEXT STEPS

After You Have Registered:

- ☐ My CLC ID Card - complete directions in lime green envelope. **CLC recommends having funds deposited into your personal bank account. Refer to page 5**
- ☐ Apply for CLC Foundation Scholarships
Fall Scholarships - May 1 - June 1
Spring Scholarships - Oct 1 - Nov 1
- ☐ Complete 25-26 FAFSA. Respond to emails received from CLC Financial Aid Office.
- ☐ Read CLC email
- ☐ Secure housing

Attend "All Set For Fall" July 24, 2025:

- ☐ Find your classrooms
- ☐ Learn about important dates

- ☐ View your bill and discuss payment options
- ☐ See your Financial Aid status
- ☐ Apply for loans if applicable
- ☐ Get your technology in order - Email, D2L, Pulse App, etc
- ☐ Find your textbooks at the Bookstore
- ☐ Undecided - Visit Career Center

August:

- ☐ Bookstore charging begins August 4th
- ☐ Attend "**Orientation**" - August 22, 2025
- ☐ **August 25, 2025 Classes Begin**
Attend and/or Log into D2L for all classes and complete assignments during week one



TECHNOLOGY GUIDE



Star ID

The StarID and password are used to log into CLC computers, E-Services, D2L Brightspace, Student E-mail, scholarship application, etc.

TO ACTIVATE YOUR STARID OR RESET YOUR PASSWORD:

Step 1: <https://starid.minnstate.edu>

Step 2: Select One

Step 3: Select one option:

TechID, email address, verification code or library card

Step 4: Enter requested information

Your **StarID** - 2 Letters 4 Numbers 2 Letters

Your **Password** - You create by following the guidelines.
This password expires every 180 days.

Student Email (Office 365)

READ your email! It is the official means of communication with students.

TO LOGIN TO STUDENT EMAIL:

Step 1: **CLC Webpage:** <http://www.clcmn.edu>

Step 2: **Hover over STUDENT RESOURCES to Quicklinks**

Step 3: **Select Student Email**

Step 4: **Username is StarID@go.minnstate.edu**
then your Star ID Password

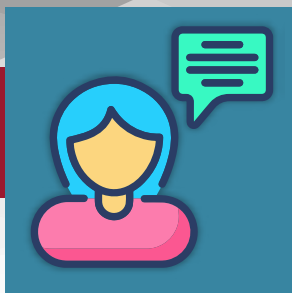
Step 5: **Follow the prompts to set up your Multi Factor Authentication (MFA) by selecting either text, phone or app for verification.**

Step 6: **Once in Office 365, click "Outlook" to view email**

NOTES:

1. Email Login username (StarID@go.minnstate.edu) is different than your Email Address which is Firstname.Lastname@go.clcmn.edu
2. [Download Microsoft Office Suite for FREE](#)
3. This email de-activates 365 days after your last day of enrollment.





ADVISING (C205)

All advisors help Associate of Arts and Transfer Pathway students. We recommend you meet with an advisor at least once each semester.

STAPLES CAMPUS

JILL ALBIE 218-894-5138
jill.albie@clcmn.edu

- AGRICULTURE SCIENCE
- DIESEL TECHNOLOGY
- HEAVY EQUIPMENT OPERATION MAINTENANCE
- MACHINE TOOL TECHNOLOGY
- MEAT CUTTING & BUTCHERY
- ROBOTICS

BRAINERD CAMPUS

CASH ROBINSON 218-855-8035
cash.robinson@clcmn.edu

- AUTOMOTIVE TECHNOLOGY
- HUMAN SERVICES/PRE-SOCIAL WORK
- MARINE & POWER SPORTS
- MUSIC
- MUSIC TECHNOLOGY

NATALIA DEPAUW 218-855-8263
natalia.depauw@clcmn.edu

- COLLEGE IN THE SCHOOLS (CIS)
- POST-SECONDARY ENROLLMENT OPTION (PSEO)

JODI ELNESS 218-855-8036
jodi.elness@clcmn.edu

- HEALTH SCIENCE BROAD FIELD
- NURSING ASSISTANT (CNA)
- PRACTICAL NURSING (PN)
- NURSING (RN)

JANET GONTAREK 218-855-8134
janet.gontarek@clcmn.edu

- EMERGENCY MEDICAL TECHNICIAN
- HORTICULTURE
- LANDSCAPE TECHNOLOGY
- NATURAL RESOURCES TECHNOLOGY
- OCCUPATIONAL SKILLS
- WELDING

KATE JOHNSON 218-855-8017
kate.johnson@clcmn.edu

- POST-SECONDARY ENROLLMENT OPTION (PSEO) - Brainerd High School

DEB NORLIN 218-855-8156
deb.norlin@clcmn.edu

- COMPUTER TECHNOLOGY
- DENTAL ASSISTING
- DENTAL HYGIENE
- GRAPHIC DESIGN

ERIN WILMOT 218-855-8137
erin.wilmot@clcmn.edu

- ACCOUNTING
- BUSINESS MANAGEMENT
- CONSERVATION OFFICER PREPARATION
- CRIMINAL JUSTICE
- EARLY CHILDHOOD EDUCATION
- HEALTHCARE ADMINISTRATION

TRIO SUPPORT SERVICES

JULIE JO LARSON 218-855-8045
julie.larson@clcmn.edu

AUBREY BEADELL 218-855-8014
aubrey.beadell@clcmn.edu

BRIANNA RAJKOWSKI 218-855-8228
brianna.rajkowski@clcmn.edu



MY CLC ID CARD

LOOK FOR
THIS
ENVELOPE

PO BOX 7242
SICUX FALLS SD 57177-7242

STEPHANIE JONES
115 SOMESTREET STREET
APT. 2008
YOUR TOWN, CT 06511

Presorted
First Class
Mail
US Postage
Paid
ER
Return Service Requested

Your school may have
money for you.

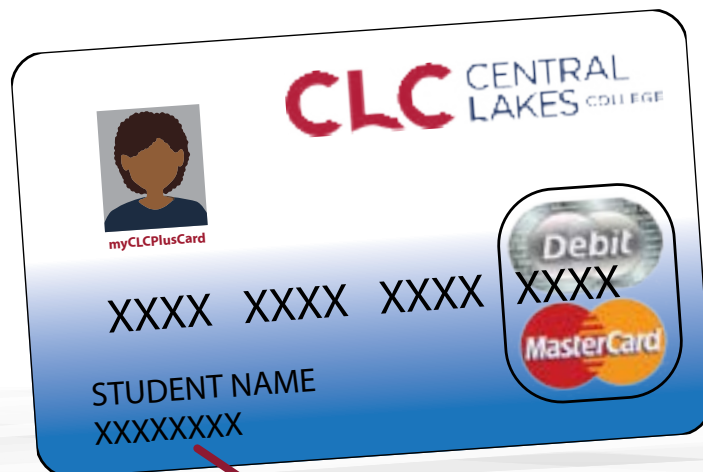
1 -2 weeks after you register for classes, you will receive a lime green envelope from BankMobile in the mail with your CLC ID Card.

READ and follow the directions:

#1. Activate the card with the enclosed pin number.

#2. Select your refund and/or payment options.

NOTE: CLC recommends you have your refunds/payments deposited into your personal bank account.

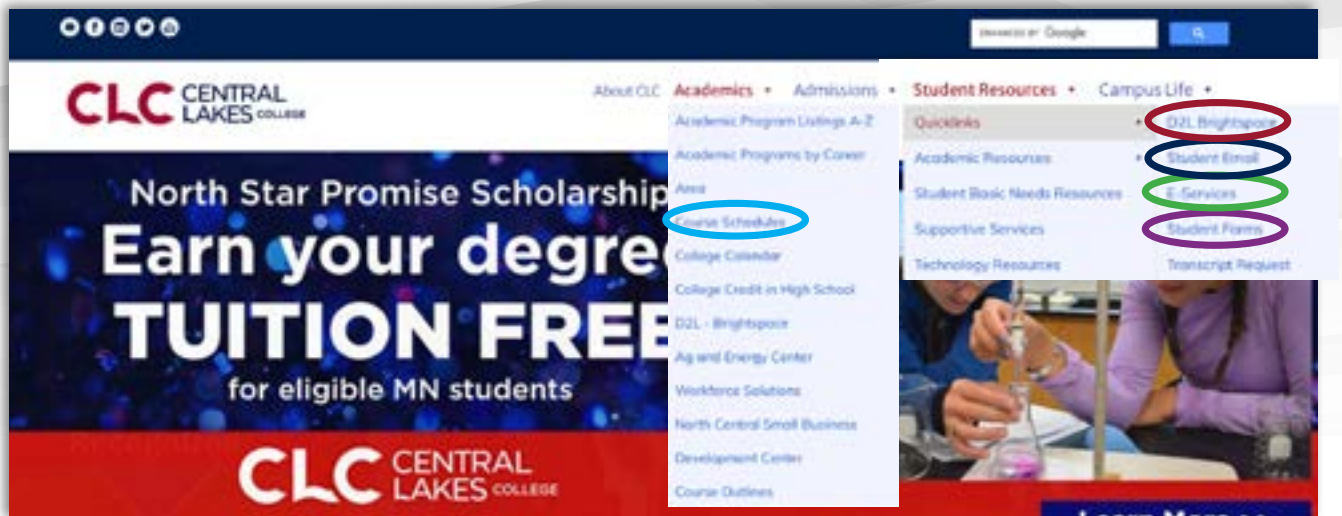


Tech ID

YOUR ID



QUICKLINKS



→ **D2L Brightspace**
Class Information - See below

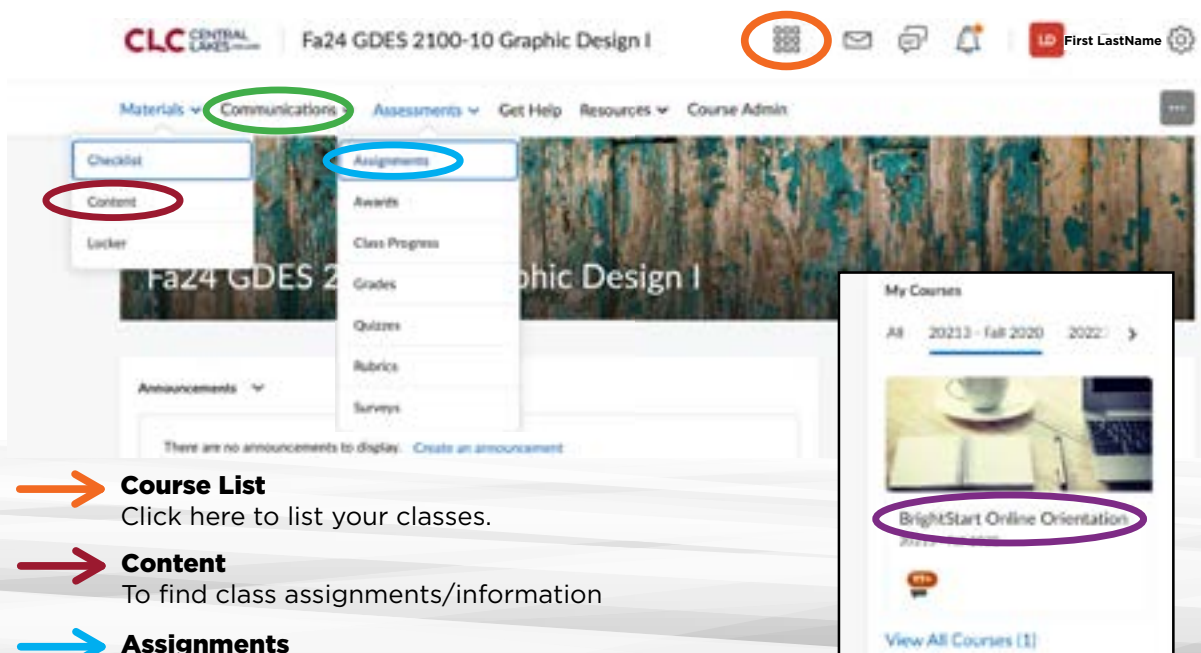
→ **Student Email**
All college communications are sent to this email!

→ **E-Services**
Your personal account.

→ **Student Forms**
Forms students utilize.

→ **Academics - Course Schedule**
How to find classes.

D2L



→ **Course List**
Click here to list your classes.

→ **Content**
To find class assignments/information

→ **Assignments**
To view and turn in assignments

→ **Communication**
Discussion & Email instructor or classmates.

→ **BrightStart Orientation**
Learn how to use D2L.



E-SERVICES

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

CLC CENTRAL LAKES COLLEGE

Student e-services

[Dashboard](#)
[Home](#)
[Account Management](#)
[Courses & Registration](#)
[Academic Records](#)
[Financial Aid](#)
[Bills and Payment](#)
[Student Employment](#)
[Contact Us](#)

Campus
[Degree Audit](#)
[Student Forms](#)
[Bookstore](#)
[Official Transcripts](#)
[Transfer Information](#)

Central Lakes College
501 West College Drive
Brainerd, MN
56401

My Dashboard
Welcome to Minnesota State Colleges & Universities eServices.
Holds that may Impact Registration

School	Type of hold	Registration Impact
Central Lake	Transcript	Does not impact registration.

Action Items
[Personal - Military and Veteran Status](#)
[Sign up now to get your year-end tax form for tuition -- online.](#)
Class Schedule

Course ID	Subject #	Course Title	Days	Time	Credits	Instructor	Campus	Room
000428	GDES 1105	10 Concepts of Design	Th	8:00am - 10:50am	3.0	Nagy, James	CLC - Brainerd	E419
000429	GDES 1134	10 Typography	Th	3:30pm - 6:20pm	3.0	Jensen, Richard	CLC - Brainerd	E419
000430	GDES 1140	10 Adobe Photoshop	T	1:00pm - 3:50pm	3.0	Dahlvang, Leon	CLC - Brainerd	E419
000431	GDES 1142	10 Adobe Illustrator	Th	12:00pm - 2:50pm	3.0	Dahlvang, Leon	CLC - Brainerd	E419
000432	GDES 1144	10 Adobe InDesign	T	9:00am - 11:50am	3.0	Dahlvang, Leon	CLC - Brainerd	E419

My Minnesota State School Summary

Central Lakes College
Bemidji State University
Dakota County Technical College

[My Profile](#) | [Logout](#)
[Switch to Employee e-Services](#)

1 DASHBOARD

View holds, action item, class schedule, financial aid status.

2 ACCOUNT MANAGEMENT

Update address/phone number, sign up for Tax Form 1098-T, text message alert.

3 COURSES AND REGISTRATION

View course offerings, register, drop/add/withdraw, view schedule, course placement.

4 ACADEMIC RECORD

View unofficial transcript, Degree Audit Report (DARS), request transfer review.

5 FINANCIAL AID

See financial aid status, award amounts, apply for loans.

6 BILLS AND PAYMENT

View tuition and fees statement, payment plan information, make online payment.

7 DEGREE AUDIT

Access custom degree audits and create graduation plans to assist you in reaching your academic goals.

8 BOOKSTORE

Textbook, supplies and bookstore policies.



FINANCIAL AID (C234)

Financial Aid is intended to help students and their families pay for educational costs. Eighty percent of CLC Financial Aid applicants receive some type of financial assistance.

FINANCIAL AID STEPS:

1. Create FSA ID at studentaid.gov.
Every dependent student & parent must have their own FSA ID.
2. Complete the FAFSA at studentaid.gov, use CLC's code = **002339**.
Once submitted, it takes 5-7 business days before CLC receives your FAFSA results.
3. The Dept. of Education will email a **Student Aid Report (SAR)** for your review.
If you find an error, contact the CLC Financial Aid Office.
4. CLC will email you to verify that your file is complete OR to request additional information. **READ thoroughly and return ALL requested information as soon as possible to keep your application from being delayed.**
5. The Award Notification shows eligible amounts for grants, loans, and workstudy based on credits per semester.
6. To borrow loan money, **YOU MUST** complete the loan application steps in **E-Services**.

Use 2023 filed taxes for 2025-26 FAFSA (Fall 2025 - Summer 2026)

TYPES OF FINANCIAL AID



Grants - This money usually doesn't need to be repaid



Loans - Funding you must repay along with interest.

Subsidized - Government pays the interest while you are in school

Unsubsidized - Interest is accruing while you are in school

Alternative - Loans from an outside lender



Work-study - Jobs both on and off campus



Scholarships - Students are responsible to apply for CLC Foundation and outside scholarships

Financial Aid - www.clcmn.edu/financialaid



CLC FOUNDATION SCHOLARSHIPS

Thanks to the support and generosity of individuals, companies, and organizations, Central Lakes College Foundation awards approximately \$375,000 in scholarships to deserving and qualified students each academic year. Scholarships are available to assist with tuition, fees, books, and other educational expenses.

SCHOLARSHIP FAQs

How do I apply for scholarships?

Apply for hundreds of scholarships by completing one application. Log into <https://clcmn.academicworks.com> with your StarID username and password.

When should I apply for scholarships?

Application Opens:

Fall Semester 2025

May 1, 2025

Spring Semester 2026

October 1, 2025

Application Deadlines:

Fall Semester 2025

June 1, 2025

Spring Semester 2026

November 1, 2025

What is needed to be considered for a scholarship?

Be currently accepted into a CLC Program of Study as an undergraduate student

- Register for a minimum of 6 credits at Central Lakes College
- Recommend (not required) to complete the FAFSA
- Submit general scholarship application each semester (fall and spring)

If selected to receive a scholarship, when will I receive the funds?

Scholarship payments are applied to your bill on the Financial Aid Disbursement date.

How to apply for External Scholarships?

Many high schools, professional associations and service organizations offer scholarships. Contact that organization for application information.



On average, nearly half of the students who apply for CLC Foundation scholarships are awarded a scholarship.



SUPPORT SERVICES

B = Brainerd Campus **S** = Staples Campus

ABE (Adult Basic Education)

Offers free educational opportunities and support that leads to college level success.

Location: B C224 S A143

Phone: B 218-855-8166 S 218-639-7292

Email: Jessica.Cass@isd181.org

Web: sites.google.com/isd181.org/
brainerd-abe/home

COMPUTER COMMONS AND HELP DESK

Assisting students with all their technical needs.

Location: B C170 (next to cafeteria)

Phone: 218-855-8200

Email: helpdesk@clcmn.edu

Web: clcmn.edu/tech-support

META 5 PROGRAM

Supports those who have lost their primary source of income.

Location: B E134

Phone: 218-855-8010

Email: Kimberly.pilgrim@clcmn.edu

Web: clcmn.edu/meta-5-program

ACCESSIBILITY SERVICES

Ensures equal access, accommodations, and opportunity to qualified students.

Location: B The Bridge

Phone: 218-855-8175

Email: accessibilityservices@clcmn.edu

Web: clcmn.edu/accessibility-services

CHILD CARE

CLC partners with Annie's Child Care and Learning Center.

Location: Next to Brainerd Campus

Phone: 218-855-8274

Email: annieslearningcenter501@gmail.com

Web: clcmn.edu/day-care

STUDENT LIFE AND STUDENT SENATE

The Student Life Center houses the Outdoor Adventures, and the E-Sports Lounge, **B C226 S A105**

The Student Senate is the official voice of students and is a great way to get involved and gain leadership skills.

B C236 S A104

Phone: 218-855-8260

Email: erich.heppner@clcmn.edu

Web: clcmn.edu/student-services

BOOKSTORE

Books, apparel, supplies, snacks and the cashier. Order books online.

Location: B C160 S B126

Phone: B 218-855-8248 S 218-894-5118

Email: clcbookstore@clcmn.edu

Web: clcbookstore.com/brainerd/home

THE HUB

Food Pantry and Pet Pantry - open to all students with free food, home goods, and pet products. Offers housing and transportation assistance along with many other community services.

Location: B E205 S A164

Phone: 218-855-8260

Email: erich.heppner@clcmn.edu

THE CLC PrintShop

Printing services available for business, personal or class projects. Design and print for paper, vinyl, laser etching, t-shirts, embroidery & 3D printing.

Location: B E417

Phone: 218-855-8157

Email: leon.dahlvang@clcmn.edu

SECURITY

Provides escorts to vehicle and houses the campus lost and found.

Location: E231

Phone: B 218-855-8888 S 218-894-5100

Email: troy.schreifels@clcmn.edu

Web: clcmn.edu/security-safety

LIBRARY

Houses resources with electronic database catalog and resource system; Laptop checkouts.

Location: B E400 S B123

Phone: B 218-855-8180 S 218-894-5183

Email: library@clcmn.edu

Web: clcmn.edu/library

TUTORING AND TESTING CENTER

Free tutoring, test proctoring for students.

Location: B E400 (in the Library)

Phone: 218-855-8265

Tutoring Email: eztutor@clcmn.edu

Test Proctor Email: testingcenter@clcmn.edu

Web: clcmn.edu/library/tutoring-center

WELCOME CENTER (THE BRIDGE)

Your go-to place for all questions about CLC.

Location: Door 4 B E124-138 S B108

Phone: B 218-855-8000 S 218-894-5100

Email: askclc@clcmn.edu

Web: clcmn.edu

MENTAL HEALTH SERVICES AND COUNSELING

A Mental Health Ally on campus to help support students.

Location: B E204 S F121

Phone: 218-855-8024

Email: Kellee.rossina@clcmn.edu

Web: clcmn.edu/advising-2/counseling

VETERANS RESOURCE CENTER

Serving current or former military student, their spouses and/or dependents.

Location: B C237

Phone: 218-855-8279 Randy Tuper

Email: randy.tuper@clcmn.edu

Web: clcmn.edu/veterans-resource-center

CAREER & TRANSFER CENTER

Provides career exploration and transfer information.

By appointment only

Phone: 218-855-8148

Email: careerservices@clcmn.edu

Web: clcmn.edu/career-transfer-center/

NEST MULTICULTURAL CENTER

Designed for our Black, Indigenous, LGBTQ, and students of color, but welcomes all campus community allies.

Location: B C233

Phone: 218-855-8260

Email: nicholas.wiesmann@clcmn.edu

WeARE CLINIC

Provides, advances, and advocates for evidence-based reproductive and sexual health care for all.

Location: B E204b

Phone: 218-454-1546

Web: wearebrainerd.org

CENTRAL LAKES COLLEGE

— Fall 2025 —

INFORMATION GUIDE



We Build Futures.



2025-2026 IMPORTANT DATES (Calendar subject to change)

July 2025

24 All Set for Fall

August 2025

4 Fall Tuition Down Payment Due
 4 Fall Bookstore Charging Begins
 20 Deadline for Fall Academic Appeals
 22 New Student Orientation
25 Fall Classes Begin
 25-29 Free Drop/Add
 27 Deadline for Fall Secondary Academic Appeals
 29 Last Day to Charge/Return Books

September 2025

1 No Classes-Labor Day
 2 Drop for Non-Payment
 3 Financial Aid Credit Lock
 10 Financial Aid Disbursement
 24 RaiderCon Day
 29 Final Fall Tuition Payment Due

October 2025

1 CLC Foundation Spring Scholarship Application Opens
 6 \$30 Fee & Holds Assessed to Unpaid Fall Accounts w/ no Nelnet
 16-17 No Classes-Fall Break
 20 Spring Registration/Priority
 21 Spring Registration/30+ earned credits
 22 Spring Registration/15+ earned credits
 23 Spring Registration/14- earned credits
 24 PSEO Spring Registration/30+ earned credits 12:00 AM
 24 PSEO Spring Registration/29- earned credits 12:01 PM

November 2025

1 CLC Foundation Spring Scholarship Application Closes
 11 No Classes-Veterans Day
 26-28 No Classes-Thanksgiving

December 2025

15-18 Fall Final Exams
 18 Last day of Fall Semester
 18 \$50 Fee & Holds Assessed to Unpaid Fall Accounts w/ no Nelnet
 18 Spring Tuition Down Payment Due
 18 Spring Bookstore Charging Begin
 19-Jan 11 Winter Break

January 2026

7 Deadline for Spring Academic Appeals
12 Spring Classes Begin
 12-16 Free Drop/Add
 14 Spring Semester Deadline for Secondary Academic Appeals
 16 Last Day to Charge/Return Books
 19 No Classes-Martin Luther King
 20 Drop for Non-Payment
 21 Financial Aid Credit Lock
 28 Financial Aid Disbursement

February 2026

16-17 No Classes-Presidents Day
 18 Final Spring Tuition Payment Due
 25 \$30 Fee & Holds Assessed to Unpaid Spring Accounts w/ no Nelnet

March 2026

6-13 No Classes-Spring Break
 16 Classes Resume
 TBA Summer & Fall Registration/Priority
 TBA Summer & Fall Registration/30+ earned credits
 TBA Summer & Fall Registration/15+ earned credits
 TBA Summer & Fall Registration/14- earned credits
 PSEO Fall Registration/30+ earned credits 12:00 AM
 TBA PSEO Fall Registration/29- earned credits 12:01 PM

April 2026

3 No Classes-Faculty Assessment Day
 TBA Grad Wrap

May 2026

1 CLC Foundation Fall Scholarship Application Opens
 8 Summer Tuition Down Payment Due
 8 Summer Bookstore Charging Begins
 12-15 Spring Final Exams
 15 Last day of Spring Semester
 15 \$50 Fee & Holds Assessed to Unpaid Spring Accounts w/ no Nelnet
 25 No Classes-Memorial Day
 27 Deadline for Summer Academic Appeals

June 2026

1 CLC Foundation Fall Scholarship Application Closes
1 Summer Classes Begin
 1-5 Free Drop/Add
 3 Deadline for Summer Secondary Academic Appeals
 5 Last Day to Charge/Return Books
 8 Drop for Non-Payment
 9 Financial Aid Credit Lock
 16 Financial Aid Disbursement
 19 No Classes - Juneteenth

July 2026

3 No Classes-July 4th
 7 Final Summer Tuition Payment Due
 14 \$30 Fee & Holds Assessed to Unpaid Summer Accounts w/ no Nelnet
 TBA All Set for Fall
 27 Last Day of Summer Session
 27 \$50 Fee & Holds Assessed to Unpaid Summer Accounts w/ no Nelnet

**2025-2026
ACADEMIC YEAR
Student Calendar**

August 2025							September 2025							October 2025							November 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
					1	2																				1		
3	4	5	6	7	8	9		1	2	3	4	5	6				1	2	3	4		2	3	4	5	6	7	8
10	11	12	13	14	15	16	7	8	9	10	11	12	13	5	6	7	8	9	10	11	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	14	15	16	17	18	19	20	12	13	14	15	16	17	18	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	21	22	23	24	25	26	27	19	20	21	22	23	24	25	23	24	25	26	27	28	29	
31							28	29	30					26	27	28	29	30	31		30							

KEY

1st Day of Class

Test Days

Holidays Observed

Non-class Days

Summer Session (39 Days)

1st Day of the 2nd 1/2 of Semester

Grades Dues @ 12 Noon

Raider Con Day (Student contact day)

Financial Aid Disbursement

Citizenship Day

Last Day Drop or Add Classes

KEY
1st Day of Class
Test Days
Holidays Observed
Non-class Days
Summer Session (39 Days)
1st Day of the 2nd 1/2 of Semester
Grades Dues @ 12 Noon
Raider Con Day (student contact day)
Financial Aid Disbursement
Citizenship Day
Last Day Drop or Add Classes
Tuition Due
New Student Orientation

KEY		1 Union Due		New Student Orientation		
2025 GRADUATION DATES						
<div>Staples - Wednesday, 5/13/2026</div> <div>Brainerd - Thursday, Friday, 5/14-15/2026</div>						
December 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
January 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
February 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
March 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

KEY
2025 GRADUATION DATES
Staples - Wednesday, 5/13/2026
Brainerd - Thursday, Friday, 5/14-15/2026

April 2026							May 2026							June 2026							July 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		3	4	5	6	7	8	9													
5	6	7	8	9	10	11		10	11	12	13	14	15	16													
12	13	14	15	16	17	18		17	18	19	20	21	22	23													
19	20	21	22	23	24	25		24	25	26	27	28	29	30													
26	27	28	29	30				31																			



POLICIES

Academic Honors:

Must be registered for 12+ semester credits with no incomplete courses ("I" grade). **PRESIDENT'S LIST: 3.75-4.0**

DEAN'S LIST: 3.25-3.74

ACADEMIC REQUIREMENTS

Satisfactory Academic Progress (SAP):

Maintain both a 6 credit cumulative GPA of 2.0 AND a cumulative completion rate of 66.67% of all credits registered for, including all transfer credits.

Free Add/Drop:

For most courses, you have the first five days of the semester to add and/or drop one or all of the courses. Dates are specific to each course and listed in E-Services.

Withdraw:

After Free Add/Drop, see an advisor if you want to withdraw from a course(s) as there could be academic and/or financial aid implications.

Failure for Non-Attendance (FN) or Unofficial Withdraw (FW) Policy:

FN = Instructors reported you did not attend class, participate and/or complete an assignment during days 1-5. You will not receive financial aid for FN course(s) and you may have to pay the tuition & fees.

FW = If you stop attending, instructors will enter an FW grade. You may have to repay the financial aid dollars received for the FW course(s).

DROP FOR NONPAYMENT

CLC must have one of the following to avoid having your courses dropped AND to charge your books:

- Notice in our Financial Aid Office from the federal government that you have applied for FAFSA (Free Application for Federal Student Aid), **OR**
- Payment of \$300.00 or 15% minimum down on tuition and fees, **OR**
- A payment plan contract in place with Nelnet (additional information available at Nelnet Payment Plan, **OR**
- A 3rd Party authorization (CEP, DRS, Vets, etc.) on file with the CLC Business Office.



TUITION: BILLING & PAYMENTS

By registering for classes, you are accepting responsibility to attend and pay for courses. CLC does not mail bills. It is your responsibility to pay online, by phone, in person, or through the mail.

Estimated Tuition & Fees for 2025-2026 are \$220 per credit
(Some programs have additional tuition and fees costs)

ACCESS YOUR BILL IN E-SERVICES

CLC CENTRAL LAKES COLLEGE
ATTN: BUSINESS OFFICE
501 W COLLEGE DR
BRainerd, MN 56401
Phone: 218-855-8029

2025 Spring Account Activity
March 26, 2025

Student Name
Customer ID:

Charges and Payments to Student		Payments on Account	
Tuition	\$ 1,627.11	01/23/2025	Minnesota State Grant \$ 445.00
Tuition-Web	\$ 1,475.53	01/23/2025	Sub Federal Direct Loan \$ 1,732.00
MUSC 1464-Brass 1 Lessons	\$ 0.00	01/23/2025	Unsub Federal Direct Loan \$ 990.00
Tuition-ESCI 1405	\$ 44.12	02/17/2025	Payment Received (Credit/Debit Card) \$ 391.54
Activity Fee	\$ 93.60		
MSCSA Fee	\$ 9.76		
Student Athletics Fee	\$ 71.52		
Technology Fee	\$ 182.40		
Facility Access sales tax	\$ 0.95		
Transcript/Grad Fee	\$ 10.00		
Facility Access Fee	\$ 11.55		
Health Services Fee	\$ 32.00		
Total Charges	\$ 3,558.54		
		2025 Spring Balance	\$ 0.00
		Other Terms' Balances	\$ 0.00
		Total Balance	\$ 0.00

Course Registration

Tuition, fees and taxes are mandatory charges.

Grants and loans are applied to your statement the 12th day of the semester.

Use your course schedule to find required books and supplies. Order online, pickup or shop on site.

**Check for required text books and supplies @ C160
CLC Bookstore - www.clcbookstore.com
(Through the computer commons)**

C200 Business Office - www.clcmn.edu/business-office



NOTES

The Advising Team emails a "Monthly Reminder" at the beginning of each month with information you need to know for the month.

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NOTES

