

July 19, 2021

**COMMUTER & PART-TIME STUDENT
RETURNING INFO**

«first_name» «last_name»
«addr_line_1»
«city», «state» «zip»

Dear «first_name»:

Welcome back to Lincoln College for the 2021-2022 academic year! I hope that you are enjoying a pleasant summer, and are looking forward to returning to campus.

FINALIZING REGISTRATION: Report to the Admission's office THURSDAY, AUGUST 5 – FRIDAY, AUGUST 6 from 9:00 am – 3:00 pm. Lincoln College staff will greet and direct you through the check-in process. During this time, you will finalize any outstanding paperwork. **ALL** full-time and part-time commuters **MUST** see Student Services to have an updated ID picture.

REMINDER: All tuition payments need to be paid by **August 1, 2021** otherwise you will be routed to the Business Office to make your payment and you may have to stand in a line to do so. To make an online payment login to MyLynx, follow the login instructions for your campus, then select "Pay on my Account" under the Quick Links, then select "My Account Balances", then select the "Make a Payment" link. Also, if you took summer school classes at another institution, please remember to submit your "official" college transcripts to the Registrar's office by Monday, August 16, when classes begin.

FINANCIAL AID: If you have not yet submitted required financial aid paperwork, you must submit the completed paperwork to the Financial Aid Office before **August 1, 2021**. If you are completing verification documents, or EFC appeals those must be completed online at [ps://lincolncollege.edu](https://lincolncollege.edu). On the home page, click on VERIFY FAFSA. **If you are mailing the signed award letter it must be mailed by August 1, 2021.** If you have questions, you may contact the Financial Aid Office at 217-735-7231 or e-mail LCLFinancialAid@lincolncollege.edu.

COVID 19 / MASKS: Unvaccinated students must wear masks. In addition, check instructor's classroom policies on wearing a mask.

HEALTH SERVICES: All students need to submit a current copy of their health insurance card and a newly completed student/parent information form. If participating in competitive sports or cheerleading, a current physical must be submitted to athletics BEFORE any practice or tryout can occur. Please contact Health Services if you need assistance acquiring a Student/Parent Information form and physical (pre-participation examination) form. These records can be submitted via mail, email or fax. Mail to: Health Services, Lincoln College, 300 Keokuk St, Lincoln, IL. 62656 or email to: nurse@lincolncollege.edu or fax number is 217-735-5214. For all questions, please contact Health Services at 217-735-7340. **PLEASE SUBMIT ALL FORMS PRIOR TO YOUR ARRIVAL.**

TEXTBOOKS: Textbooks will be available in the Lincoln College Bookstore 9:30 a.m. until 3:00 p.m. **You must complete the check-in process before you can pick up your textbooks.**

CLASSES BEGIN ON MONDAY, AUGUST 16: If you wish to adjust your course schedule, you may do so on Add/Drop days which run from Monday, August 16, through Friday, August 20, by seeing your academic advisor.

On behalf of the College, we look forward to your return to campus and hope that you have a wonderful year at Lincoln College.

Sincerely,



Donna Bradley Ph.D, JD
Vice President for Academic Affairs