

10 STEP ENROLLMENT CHECKLIST

Please follow this checklist to complete the steps required to enroll:

1. APPLICATION

We have received your application to SBCC.

This Enrollment Checklist is based on the education and transfer goal you selected on your application.

- If you are interested in one of the following programs, you must complete a supplemental application. For additional information, go to www.sbccc.edu/apply

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| <i>Associate Degree Nursing (RN)</i> | <i>Vocational Nursing (VN)</i> | <i>Certified Nursing Assistant (CNA)</i> |
| <i>Home Health Aide (HHA)</i> | <i>Radiography (RT) Diagnostic</i> | <i>Medical Sonography (DMS)</i> |
| <i>Honors Program</i> | <i>Marine Diving Technologies (MDT)</i> | |
| <i>Cosmetology/Esthetician</i> | <i>School of Culinary Arts and Hotel Management (SCAHM)</i> | |

2. FINANCIAL AID (Optional)

- Complete an application for a Board of Governors Fee Waiver. Qualification information and forms are available at www.sbccc.edu/financialaid
- Complete the Free Application for Federal Student Aid (www.fafsa.ed.gov) which may qualify you for assistance for educational expenses.
- Financial Aid information and deadlines for Board of Governors Fee Waivers, financial aid, scholarships, etc. go to the Financial Aid office SS-210. Hours: Monday & Thursday 9:00 - 4:15, Tuesday and Wednesday 9:00 – 6:00 and Friday 9:00 - 1:00 or refer to www.sbccc.edu/financialaid

3. ASSESSMENT (Required)

Assessment of your skills in mathematics and English helps you achieve your goals in college by placing you into classes appropriate to your skill level.

- You *may* qualify for a testing exemption (e.g. through previous college coursework, AP scores, etc.). Read ‘Alternatives to Testing’ at the Assessment website: www.sbccc.edu/assessment.
- If you do not qualify for a testing exemption, download and complete the **REAP** test preparation form at www.sbccc.edu/assessment.
 - a. Plan to test in the Assessment Computer lab, which is available without an appointment. **Important:** Lab hours vary, check the Assessment website for drop-in testing availability.
 - b. If you prefer a paper and pencil test, you must make an appointment with the Assessment Office, (805) 730-4149.

4. ORIENTATION (Required)

Orientation is available online. For more information, refer to www.sbccc.edu/orientation

- Complete Online Orientation at www.sbccc.edu/orientation
- For Orientation exemptions go to www.sbccc.edu/orientation

5. ADVISING (Required)

On Campus Advising Sessions are offered. For information on dates, times, etc. refer to www.sbccc.edu/advising

- Complete Online Advising at www.sbccc.edu/advising
- For Advising exemptions refer to www.sbccc.edu/advising

6. REGISTER FOR CLASSES (Required)

- Select classes from the Class Schedule at www.sbcc.edu/classes
- Check prerequisites and advisories. **Prerequisites may require completion of English, math, or ESL Assessment.**
- Log in to Pipeline <http://pipeline.sbcc.edu> and go to Registration and Student Records. Review your registration status which will include your pre-registration requirements (HOLDS) and your registration appointment time.
- Register online on your appointment time, or anytime after, by going to <http://pipeline.sbcc.edu>. In person assistance is available in Admissions & Records SS-110 on or after your appointment time.

Spring 2010 Registration Start Dates

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| Eligible New/New Transfer/Returning Students (by appt.) | December 2 |
| Personal Enrichment Students (by appt.) | December 11 |
| Open registration including Dual Enrollment Students | December 14 |
| Spring Registration ends January 22 | |

7. PAY FEES (Required)

- You are encouraged to pay your fees the same day your register. You have seven (7) days to pay your fees after which you will be dropped for nonpayment. For more fee and payment information refer to www.sbcc.edu/fees
- For information on Board of Governors Fee Waivers, financial aid, scholarships, etc. refer to www.sbcc.edu/financialaid

8. TRANSPORTATION, PARKING HOUSING, AND STUDENT PHOTO ID

- All SBCC students registered in on-campus classes may ride the Metropolitan Transit District bus. Beginning one week prior to the start of the semester, students can ride by simply showing their student ID when boarding the bus, (except for the Waterfront Shuttle). Bus routes and schedules are available at <http://sbmtd.gov>
- SBCC students who intend to park a vehicle (four-wheeled) on campus must purchase a parking permit. Parking permits may be ordered online or purchased at the Cashier's Office (Student Services Building, SS-150). For information on permit types and rates refer to www.sbcc.edu/fees
- Need housing? SBCC does not offer on-campus housing. For information on housing options in the Santa Barbara area, check out the online resources at www.sbcc.edu/housing or visit the SBCC Housing Office (Campus Center, CC-217)
- Get your SBCC student photo ID after you register. Go to Admissions & Records in Student Services Building, Window 6.

9. PURCHASE BOOKS (Required)

- Textbooks are generally available for purchase two to three weeks prior to the beginning of the semester.
- View text lists or buy textbooks at www.sbccbooks.com

10. ATTEND CLASSES (Required)

- Refer to your Schedule / Bill (available in Pipeline after registration) for dates, times and locations of your classes.
- Review the campus map at www.sbcc.edu/map for class locations. Some classes are held at locations other than the main campus.
- If you are registered for an online class, go to <http://online.sbcc.edu> for instructions.

FREQUENTLY ASKED QUESTIONS:

ASSESSMENT (Optional)

Do I need to send my transcripts from other educational institutions?

Submitting your transcripts will allow our counselors to assist you in planning your course work, may be required to clear prerequisites, and in determining whether or not you should take assessment tests.

What is the purpose of Assessment?

Assessment identifies your correct course eligibility and placement level of English, math, or ESL.

Do I need to take the tests?

Your prior college work and educational goal will determine whether or not you should take assessment tests. For a complete list of specific alternatives to testing, refer to www.sbcc.edu/assessment or contact the Assessment Office, (SS-351), (805)730-4149.

Can I take math or English classes without testing?

Enrollment in English 60 through English 111, Math 1 through 150, Philosophy 111, Psychology 150 and English as a Second Language reading, writing, and grammar classes, without assessment or proof of having met prerequisites, is not permitted without assessment.

How do I take my Assessment tests if I don't live near Santa Barbara?

You will need to come to SBCC to test.

Can I prepare for the tests?

Yes. Practice materials are on the SBCC website. At www.sbcc.edu/assessment, you will find a test preparation form called REAP. Download it, complete it, and bring it to testing. More extensive math worksheets are available for purchase in the Campus Bookstore (805)730-4047.

How long are the tests?

Allow two hours for the English test, and up to two hours for the math test.

Which math test should I take?

Visit the website at www.sbcc.edu/assessment and read "Preparing For Assessment." Be sure to take the sample test questions/quizzes.

What if I need accommodation for a disability?

If you need extended time or another accommodation for disability, contact the Disabilities Specialists, Room SS-160 (805)730-4164 to determine eligibility for alternative test taking arrangements prior to testing (www.sbcc.edu/dsps).

ORIENTATION (Optional)

Is Orientation required?

While it is not required, Orientation will help acquaint you with College and the support services available to you. If you have never attended college, or attended while in high school, and plan to earn an Associate Degree, or transfer to a four-year college, you must complete Orientation. Go to www.sbcc.edu/orientation for options.

ADVISING (Optional)

Is Advising required?

No. Advising is recommended if you have completed course work at other institutions and you wish to apply prior course work toward degree requirements.

REGISTER FOR CLASSES

Can I register in person?

Yes. If you need assistance with registering for classes, go to Admissions & Records (SS-110) on or after your appointment time.

FEES

How much does it cost?

COLLEGE FEES*

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| Enrollment Fee: (All Students)..... | \$26 per unit |
| Out of State Tuition | \$190 per unit Fall |
| International Student Tuition | \$205 per unit Fall |
| Transportation Bus Pass | \$26 if enrolled in 6 or more units/ \$25 for fewer than 6 units Fall |
| Health Services Fee | \$17 Fall |
| SBCC Parking Fee (Optional) | Online order: \$33.25 day and evening/ \$18.25 evening only / \$23.25 BOGW day and evenings Cashiers Office: \$35 day and evening / \$20 evening only /\$20 BOGW day and evenings |
| Student Activity Fee (Optional) | \$10 Fall and Spring / \$5 Spring only |
| Student Representation Fee | \$1 For exemptions, go to www.sbcc.edu/fees |
| Special Fees | Some courses have Special Fees; see Class Schedule |

*Note:

1. All fees are subject to change without notice.
2. Purchase of a parking permit cannot guarantee a parking space.
3. Exemption from nonresident tuition is available to certain nonresident students who attend high school in California for at least three years and received a California high school diploma or its equivalent (AB-540). Contact Admissions & Records for more information.

Why pay the Student Activity and Student Representation Fees?

The Student Activity Fee provides you with free admission to home football and basketball games, select theater and music performances, and discounts on some items in the Campus Bookstore and at some local merchants.
The Student Representation Fee supports student representatives who present the views of students to local, state, and federal government agencies.

GENERAL

Para más información en español sobre el programa de inglés como segundo idioma, llame al: (805) 730-4120

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| <i>Where can I call if I have questions?</i> | Santa Barbara City College | (805) 965-0581 |
| | General Questions | 730-4450 |
| | Admissions & Records | 730-4300 |
| | Assessment | 730-4149 |
| | Counseling | 730-4085 |
| | Financial Aid | 730-5157 |
| | Housing | 730-4062 |
| | Student Technical Help | 897-3549 |
| | Orientation | 730-4085 |
| | Cashier's Office | 730-4197 |
| | Security (Parking) | 730-4064 |
| | Bookstore | 730-4047 |
| | Or email | info@sbcc.edu |