

4 Easy Steps for New Students

1 Apply for Admission

Submit a FREE Application for Admission online at www.cuyamaca.edu.

2 Send Your Transcripts

Official transcripts are needed to clear prerequisites (see page 30) and to award prior credit for degrees and certificates. If needed, have official transcripts sent to:

Admissions and Records
900 Rancho San Diego Parkway
El Cajon, CA 92019-4369

3 Attend Orientation & Assessment

Attend an Orientation and Assessment session before you register. The recommendations that result will help you in selecting appropriate English and math courses. See page 24 for more details. Attend a New Student Advising session to develop an educational Plan. Counseling is available if you need further assistance. www.cuyamaca.edu/counseling

4 Register and Pay Fees

Register for classes online at your registration date and time. Your registration is not complete until your fees are paid. You are responsible for all appropriate fees. You may be dropped from classes for non-payment of fees.

Financial Assistance is available!

See pages 28-29 for Financial Aid, Scholarship and Fee Waiver information

Help Lines for Registration

- Admissions and Records (619) 660-4275
(assistance registering, applying)
- Cashiers Office (assistance (619) 660-4256
completing fee payment step)
- Counseling (clearing prerequisites) (619) 660-4429
- Disabled Student Services (619) 660-4386
(hearing impaired)
- Financial Aid (need fee waiver, etc.) (619) 660-4201
- Orientation, Assessment & (619) 660-4426
New Student Advising

FREE EMAIL!!!

Every student registered during the current semester has an email account accessible from ANYWHERE in the world! **For more information go to:** www.cuyamaca.edu/cc/email.asp. If you have any questions, feel free to visit the **open computer lab** in the Science & Technology Center for personal assistance.

Quick Tips for Registration

Register for classes online using

WebAdvisor:
www.cuyamaca.edu

Registration: Begins April 27

Hours: Monday-Saturday 7am -10pm

Semester starts: June 8

New features of WebAdvisor

- Change password
- Manage waitlists
- Shopping cart
- Register for Cuyamaca & Grossmont at same time
- Faster!
- Online registration
- Verify/print schedule
- Fee payment
- Grades
- Update your address/email/phone
- Class Schedule Search

To Register:

- **New and Returning students** must have an application on file to register. Apply on the web at www.cuyamaca.edu or in the Admissions and Records Office.
- **Registration times** will be mailed to those students with a current application on file by April 13. After that mailing, registration times will be assigned on a rolling basis.
- You may register at or after your registration date and time.
- **Prerequisites** should be cleared in the Counseling Office before registering.
- **Fee payment** is expected at the time of registration. Failure to pay will result in a hold on your records. No bill will be mailed.
- **Free Internet access** for registration is available in Admissions and Counseling office lobbies.

More detailed information begins on page 25.

Summer Office Hours for Admissions and Records, Counseling, Financial Aid, CalWORKs, Student ID:

Monday & Thursday	8:00am - 7:00pm
Tuesday & Wednesday	8:00am - 5:00pm
Friday	8:00am - 4:30pm

