

# Registration for GD 150

## What Students Need to Know

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**Class is held at Saddleback College; TAS building, room# 227.**

<http://saddleback.edu/maps/documents/ATASmap.pdf>

**First day of class is Tuesday, July 5, 2011.** (Last day of class is Thursday, August 11, 2011.)

### Class details

<http://www1.socccd.cc.ca.us/eservices/ClassDetail.asp?sectionID=13865&termid=20112>

### Textbooks

It is not necessary to purchase a book for this class. However, it is highly recommended to purchase one of the books suggested: <http://www.bkstr.com/webapp/wcs/stores/servlet/booklookServlet>

### How to enroll

**1.** Find current class schedule on Saddleback College website or follow class Details link above and click on Add to Cart button

**2.** Visit **MySite** <https://www1.socccd.cc.ca.us/portal/>

**3.** Visit office of the Admissions either online or in person

<http://saddleback.edu/admissions/registration.html>

- New or former students who apply on-line receive a Permit to Register by e-mail within 24 hours after submitting an application. Students applying at the Office of Admissions and Records receive a permit in person. Permits to Register are also mailed to students.

- Assigned registration dates may be viewed at the District's [MySite](https://www1.socccd.cc.ca.us/portal/) page <https://www1.socccd.cc.ca.us/portal/>

- Internet Registration is available every day from 6 am to 11 pm.

- Login to the [MySite](https://www1.socccd.cc.ca.us/portal/) web portal, to register for classes.

**K-12 students must register by June 6, 2011. Please read the information below Important Deadlines**

## Adding a class with an APC code after the first day of class?

If you did not get a chance to sign up for the class before the first class meeting you need to ask the instructor for an APC code that you can enter online or in bring to the admissions office to register. The class must be added by the expiration date on the Add Permit Form. If you miss the deadline, you are not eligible to enroll and should check the class schedule for later starting classes.

When you use Add Permit code online in [MySite](#) registration, payment is by credit card only.

When you use the APC code to add a class in person in the admissions office, you may pay by cash or credit card.

You may use computers in the lobby of the Students Services Center to register online.

## Important Deadlines

**First Week of Class Begins:** Tuesday, 7/5/2011

**First Class Meeting on:** Tuesday, 7/5/2011

**Add without Instructor Permission by:** Monday, 7/4/2011

**Drop with Refund by:** Friday, 7/8/2011

**Elect Pass/No Pass by:** Thursday, 7/14/2011

**Drop without 'W' Grade by:** Thursday, 7/14/2011

**Drop with 'W' Grade by:** Thursday, 7/28/2011

**Last Week of Class Ends:** Sunday, 8/14/2011

**K-12 students must submit a special request form by** June 6, 2011

[http://saddleback.edu/admissions/documents/K-12SpecialAdmit10\\_23\\_08.pdf](http://saddleback.edu/admissions/documents/K-12SpecialAdmit10_23_08.pdf)

The form **must be signed by the student, parent and principal** of the school they are currently attending and **must contain the school seal**. Bring it to the admissions office and enroll in person. A minor student must be present in the admissions office accompanied by their parent or legal guardian.

## Other useful Information

### **PARKING**

Parking permits are required. Parking enforcement will begin after the first two weeks of class. For more information about parking passes, visit

[http://saddleback.edu/police/Parking\\_FAQs.html](http://saddleback.edu/police/Parking_FAQs.html)

### **ASSISTANCE**

If you need assistance, you may call us at **949-282-2700**.

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## More questions?

Email the instructor, **Renata Ballo** at [rballo@saddleback.edu](mailto:rballo@saddleback.edu)

Search **The Knowledge Base** to quickly and easily find the answers to your questions.

<http://www1.socccd.cc.ca.us/eservices/KnowledgeBase.asp?siteid=S>