STEPS TO ENROLLMENT

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

APPLICATION

We have received your application to SBCC.

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

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

STUDENT PORTAL – PIPELINE (Required)

☐ Log on to the student portal at http://pipeline.sbcc.edu.

☐ Follow the instructions START HERE “Find my username and password”.

☐ The student portal allows you to manage various college transactions including but not limited to: check your pre-registration requirements, registration appointment day/time, register, find your SBCC ID, add and drop classes, pay fees, see grades, activate campus card and check your financial aid status and your SBCC email account. All official college correspondence will be sent to your SBCC email.

FINANCIAL AID (Optional)

☐ Complete an application for a Board of Governors Fee Waiver. Qualification information and forms are available at www.sbcc.edu/financialaid

☐ Complete the Free Application for Federal Student Aid (www.fafsa.ed.gov) which may qualify you for assistance for educational expenses.

ORIENTATION (Highly recommended)

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

☐ Complete Online Orientation at www.sbcc.edu/orie

PREREQUISITES (Required)

☐ Many classes have prerequisites. Prerequisites are computer enforced at the time of registration. Check prerequisite requirements in the College Catalog or the Schedule of Classes well in advance of your registration appointment. To satisfy prerequisites through course work from other colleges, AP scores or other means, you MUST file a Prerequisite Challenge. Go to www.sbcc.edu/prerequisites for information, procedures, forms and deadlines.

☐ Send your official high school and college transcripts to SBCC Admissions & Records, 721 Cliff Dr., Santa Barbara, CA 93109.

☐ Testing in English and Math may satisfy some prerequisites for specific courses. If you need to test to satisfy a specific prerequisite, download and complete the REAP test preparation form at www.sbcc.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.
ADVISING (Highly recommended)

- Complete Online Advising at [www.sbcc.edu/advising](http://www.sbcc.edu/advising)
- On Campus Advising Sessions are offered. For information on dates, times, etc. refer to [www.sbcc.edu/advising](http://www.sbcc.edu/advising)

REGISTER AND PAY (Required)

- Select classes from the Class Schedule at [www.sbcc.edu/classes](http://www.sbcc.edu/classes)
- Log in to Pipeline [http://pipeline.sbcc.edu](http://pipeline.sbcc.edu) and go to Registration and Student Records. Review your registration status which will include your pre-registration requirements and your registration appointment date/time.
- Register online on your appointment time, or anytime after, by going to [http://pipeline.sbcc.edu](http://pipeline.sbcc.edu). In person assistance is available in Admissions & Records SS-110 on or after your appointment time.

<table>
<thead>
<tr>
<th>Spring 2011 Registration Start Dates</th>
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</thead>
<tbody>
<tr>
<td>Eligible New/New Transfer/Returning Students (by appt.) . . . . . . December 1</td>
</tr>
<tr>
<td>Personal Enrichment Students (by appt.). . . . . . . . . . . . . . . . . . . . December 10</td>
</tr>
<tr>
<td>Open registration including Dual Enrollment Students . . . . . . . . . . . December 13</td>
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<tr>
<td>Spring Registration ends January 22</td>
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</tbody>
</table>

- You are encouraged to pay your fees at the time of registration. Payment must be received within seven (7) days of registration or you may be dropped for non-payment. As the student, you are responsible for dropping classes by the stated deadlines. If you register in a class and later change your mind, it is your responsibility to drop the class. For more fee and payment information, refer to [www.sbcc.edu/fees](http://www.sbcc.edu/fees)

FINAL STEPS

- **SBCC PHOTO ID**: Available in Admissions & Records (Student Services Building) after you register and pay fees.
- **HOUSING**: SBCC does not offer on-campus housing. For information on housing options in the Santa Barbara area, visit the SBCC Housing Office (Campus Center, CC-217) or [www.sbcc.edu/housing](http://www.sbcc.edu/housing)
- **TRANSPORTATION**: 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](http://sbmtd.gov)
- **PARKING PERMITS**: SBCC students who intend to park a vehicle (four-wheeled) on campus must purchase a parking permit. Parking permits should be ordered online. A limited number of permits will be available for purchase with cash or check only at the Cashier's Office (Student Services Building, SS-150). For information on permit types and rates refer to [www.sbcc.edu/fees](http://www.sbcc.edu/fees)
- **BOOKS**: Textbooks can be purchased from the Campus Bookstore or [www.sbccbooks.com](http://www.sbccbooks.com). Used books, book rentals and e-books are also available.
- **ATTEND CLASSES**: Refer to your Schedule / Bill (available in Pipeline after registration) for dates, times and locations of your classes. Be sure to check for room or date/time changes. Review the campus map at [www.sbcc.edu/map](http://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](http://online.sbcc.edu) for instructions.
FREQUENTLY ASKED QUESTIONS:

PREREQUISITES/ASSESSMENT

Do I need to send my transcripts from other educational institutions? Yes. Submitting your transcripts will allow our counselors to assist you in planning your coursework, and to determine whether or not you should take assessment tests. A copy of your high school or college transcript may also be required to clear prerequisites.

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-251), (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, visit www.sbccbooks.com

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 review “Sample Test Questions”. 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/dsp).

ORIENTATION

Is Orientation required? While it is not required it is highly recommended. 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 you 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

Is Advising required? No. Advising is highly recommended if you have completed course work at other institutions and you wish to apply prior course work toward degree requirements or transfer.

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?

| Enrollment Fee: (All Students) | $26 per unit |
| Out of State Tuition           | $183 per unit |
| International Student Tuition  | $203 per unit |
| Transportation Bus Pass        | $26 if enrolled in 6 or more units/ $25 for fewer than 6 units |
| Health Services Fee            | $17 |
| SBCC Parking Fee (Optional)    | Online order: $33.25 day and evening/ $18.25 evening only / $23.25 BOGW day and evenings |
|                               | Cashier's 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 attended high school in California for at least three years and received a California high school diploma or its equivalent (AB-540). Contact Admissions & Records or go to www.sbcc.edu/forms 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

<table>
<thead>
<tr>
<th>Where can I call if I have questions?</th>
<th>Santa Barbara City College</th>
<th>(805) 965-0581</th>
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<tbody>
<tr>
<td>General Questions</td>
<td>730-4450</td>
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<tr>
<td>Admissions &amp; Records</td>
<td>730-4300</td>
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<tr>
<td>Assessment</td>
<td>730-4149</td>
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<td>Counseling</td>
<td>730-4085</td>
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<td>Financial Aid</td>
<td>730-5157</td>
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<tr>
<td>Housing</td>
<td>730-4062</td>
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<tr>
<td>Student Technical Help</td>
<td>897-3549</td>
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<tr>
<td>Orientation</td>
<td>730-4450</td>
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<tr>
<td>Cashier's Office</td>
<td>730-4197</td>
<td></td>
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<tr>
<td>Security (Parking)</td>
<td>730-4064</td>
<td></td>
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<tr>
<td>Bookstore</td>
<td>730-4047</td>
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<tr>
<td>Or email</td>
<td><a href="mailto:info@sbcc.edu">info@sbcc.edu</a></td>
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