Evidence for:	Standard II.C.6
SPOL Naming Convention:	SKYLINE COLLEGE Catalog- Steps to Enrollment and 3SP-2018-19
Date Accessed:	11-01-18
URL:	http://catalog.skylinecollege.edu/current/enrollment/5stepstoenroll.php
	http://catalog.skylinecollege.edu/current/enrollment/ssp.php

ADMISSIONS   ACADEMICS   CAREER   STUDENTS   CAMPUS   ABOUT

Catalog 2018-2019

CATALOG 🏠   OVERVIEW ▾   TRANSFER PLANNING ▾   STUDENT INFO ▾   COURSE DESCRIPTIONS   DEGREES / CERTIFICATES ⊞

Skyline College / Catalog 2018 - 2019 / How to Enroll / 5 Steps to Enrollment

🖨 Download or Print Page

How to Enroll

Admission

Concurrent Enrollment

International Students

Residency Requirements

Veterans

5 Steps to Enroll

Student Success & Support

Placement

Exemptions

Registration

Coursework

Auditing Of Courses

Variable/Open Courses

WebSMART Registration

Steps to Enrollment

You must complete the following Student Success Support Program (SSSP) steps before you register for classes if you selected one of the following educational goals on your application:

- Obtain an Associate Degree or Certificate
- Transfer to a university to complete a Bachelor's degree
- Improve your English, reading or math skills
- Discover career interests or prepare for a new career
- Undecided about your major

1. **COLLEGE ONLINE APPLICATION**
   ALL new or former students applying to Skyline College must complete an online application to enroll in classes. Applications may be submitted online through Open CCC at **www.cccapply.org**. Upon completion of the online application a User ID and a Personal Identification Number (PIN) are issued which allow access to WebSMART.

2. **NEW STUDENT ORIENTATION**
   Skyline College offers both in-person and online orientation to new students. New students are provided information about Orientation after completing their application. Both types of orientations cover important college policies and procedures, specific information about certificate, degree and transfer goals, and useful resources that help students be successful in achieving their goals. To register for Orientation please visit: **http://www.skyline college.edu/orientation/** or call (650) 738-4318.

   NOTE: Skyline College offers ESOL New Student Orientations, for details, please contact the Counseling Center.

3. **ASSESSMENT AND PLACEMENT TESTS**
   English and Math Assesment
   All new and returning students who declare an educational goal of a Certificate, Associate Degree, and/or transfer to a four-year college or university, or plan to take an English/ESOL and Math course at Skyline College, may need to assess your skill level in English/ESOL or math before you register for classes.

   Skyline College offers students assessment through multiple measures to determine appropriate English

Catalog 2018-2019

🖶 Download or Print Page

How to Enroll

- Admission
- Concurrent Enrollment
- International Students
- Residency Requirements
- Veterans
- 5 Steps to Enroll
- Student Success & Support
- Placement
- Exemptions
- Registration
- Coursework
- Auditing Of Courses
- Variable/Open Courses
- WebSMART Registration

Student Success & Support Program

Skyline College's Student Success and Support Program (SSSP) is designed to provide support for students to complete their college courses, persist to the next academic term, and achieve their educational objectives.

As part of the SSSP, students agree to express a broad educational intent at the time of admission; declare a specific educational objective within a reasonable period of enrollment; complete the placement test or other assessments; confer with counselors for registration approval and discussion of educational and vocational choices; attend classes and complete assigned course work; seek out support services as needed; and complete courses and maintain progress toward an educational goal.

The State of California mandated SSSP services require that all new, non-exempt, matriculated students to Skyline College shall complete the "5 Steps to Enrollment" as provided by the College. The intent of these core services is to increase your opportunity for success in your academic pursuits. You are required to become a matriculated student unless you meet the exemption criteria.

You are a matriculated or non-exempt student if you have completed the core services of orientation, assessment process, and have met with a counselor to complete an abbreviated or comprehensive student education plan. All new, non-exempt students are required to complete all of the core services.

You are an exempt student if one or more of the following reasons apply <u>and</u> you can provide the necessary documentation:

1. You have completed an AA/AS or higher degree
2. You are enrolling at the college for a reason other than career development or advancement, transfer, attainment of a degree or certificate of achievement, or completion of a basic skills or English as Second Language course sequence
3. You have completed these services at another community college within a time period identified by the district
4. You are enrolling at the college solely to take a course that is legally mandated for employment or necessary in response to a significant change in industry or licensure standards
5. You are enrolling at the college as a special admit student pursuant to Education Code section 76001.