



New Student Registration Checklist

Welcome to Skyline College! We are happy that you have chosen Skyline College to begin your educational journey. This checklist includes a step-by-step guide of the steps that you will need to take to register for classes at Skyline College.

*All **New and Former Students** who have an indicated an educational goal of earning a Certificate, Associate Degree, or Transfer to a university must complete the registration steps in the order outlined. **Please print this checklist and bring it with you as you complete the steps below.***

STEP 1: APPLICATION Admission & Records (650) 738-4251
If you have questions about your CCC Apply application, contact Admissions & Records.

Date Completed: _____

STEP 2: FINANCIAL AID Financial Aid (650) 738-4236

- Students who are U.S. citizens or eligible non-citizens can apply for all types of financial aid at <http://www.fafsa.org>
- Students who meet AB540, AB2000 or SB68 exemption requirements can apply for the California Dream Act at <http://www.caldreamact.org>

Date Completed: _____

STEP 3: ORIENTATION Counseling Center (650) 738-4318
All new and former students are required to complete a Skyline College Orientation. The orientation will provide you with the most current information you will need to know to ensure your success at Skyline College, providing information on programs, support services, policies, procedures, and more. **To register for an Orientation**, visit <http://www.skylinecollege.edu/orientation>

Date Completed: _____

STEP 4: ASSESSMENT Assessment Center (650) 738-4150
Assessment for math and English determines your skill level in reading, writing, and mathematics. Students are offered multiple assessment options to determine an appropriate English/ESOL and Math course. **For further instruction on assessment**, visit <http://www.skylinecollege.edu/placement>

Date Completed: _____

STEP 5: COUNSELING Counseling Center (650) 738-4318
After you have completed the college orientation, and you have received your assessment results, schedule an appointment to meet with a counselor. During your counseling appointment, you will discuss your assessment results and they will help you select appropriate courses for the upcoming semester; discuss major options; help you explore support services and programs; and work with you to you develop a Student Educational Plan (SEP).

Date Completed: _____

STEP 6: REGISTRATION Admission & Records (650) 738-4251
Upon completion of steps 1-5, you will receive an appointment to register through WebSMART. You will also be able to register for classes and pay fees; access your student email – my.smccd.edu; and purchase a parking permit; plus more through WebSMART.