

For **SUMMER 2012**— Follow this guide to become a student at GCC

For Noncredit Continuing Education—

See the Noncredit Continuing Education section of the schedule for details on how to enroll.

For College Credit Courses—

Follow these simple steps to apply and register for classes.

NEW OR RETURNING STUDENTS

You are a new or returning student if you did not submit an application or enroll in classes at GCC during spring 2012.

STEP 1 Submit an Application for Admission*

Complete and submit an application for admission online at www.glendale.edu as soon as possible, but not later than June 14, 2012. You will receive:

- Your Student I.D. number via e-mail
- Information on accessing MyGCC
- A GCC student e-mail address

STEP 2 Complete Assessment

Go to the San Fernando Complex, Room 112 and complete an Assessment Self-Referral Form. You will usually be able to take the English and math computerized assessments immediately. ESL placement requires an appointment. (818) 240-1000, ext. 5329

STEP 3 Orientation

Complete one of the following college orientations:

- Computerized orientation, Assessment Center (SF 112).
- Enroll in a Student Development class.
- Online orientation at www.glendale.edu

STEP 4 Meet with a Counselor

Make an appointment to see a counselor (see “Where to Find Counselors” on this page).

- Bring your assessment test results, CLEP or advanced placement exam scores, your high school transcripts, and any college transcripts.

STEP 5 Register for Classes

- See the registration instructions.
- Open registration is May 21 through June 14 for the summer session.

CONTINUING STUDENTS

If you submitted an application for summer session by April 20, 2012 or enrolled in classes at GCC during the spring semester of 2012, you register as a continuing student.

STEP 1 See Your Counselor

- For course selection advice.
- To develop or update your Student Educational Plan (S.E.P.)
- To make sure your prerequisite file is updated to include courses completed at another college or university.

STEP 2 Choose Your Classes

...from the class listings online at www.glendale.edu/schedule.

STEP 3 Register for Classes

- See the registration instructions.
- Check your **Priority Registration Appointment Date** by logging into your student portal at www.glendale.edu/mygcc
- You may participate in **priority registration**, May 14–18, 2012.
- You may register at the date and time assigned to you or at any time thereafter.

WHERE TO FIND COUNSELORS

ACADEMIC COUNSELING

Second floor, San Rafael Building
(818) 240-1000, ext. 5918

E.O.P.S.

(Extended Opportunity Program & Services)
E.O.P.S. Annex
(818) 240-1000, ext. 6900

DISABLED STUDENTS PROGRAM & SERVICES

Second floor, San Rafael Building
(818) 240-1000, ext. 5905