my SDCCD

5 STEPS TO REGISTRATION

1. **APPLY FOR ADMISSION** to City or Mesa or Miramar College at **CCCApply** (Only 1 app needed for all 3 colleges).

   APPLY FOR FINANCIAL AID (https://studentaid.gov/h/apply-for-aid) or the California Dream Act application at: **dream.csac.ca.gov**

2. **REQUEST TRANSCRIPTS** from prior Institutions.

3. **Complete ORIENTATION,** verify **ASSESSMENT (MILESTONES),** and **meet with a COUNSELOR for an EDUCATION PLAN.**

4. **Log into mySDCCD,** view classes and **place classes into your shopping cart**. Complete the 3 step enrollment process **on or after your assigned Registration Date & Time.** (If waitlisted, monitor your status and/or email your instructor and request a **PERMISSION NUMBER** at the start of class.)

5. **PAY YOUR FEES** and/or **CONFIRM your Aid has covered all fees: Students may be DROPPED from classes for non-payment of fees.** ($46 per unit, $20 student health fee ($17 for Summer term), NON-RESIDENT students will also pay $304 per unit, and BACCALAUREATE courses are charged an additional $84 per upper division unit.)

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1. **Admission** to the San Diego Community College District (City, Mesa and Miramar Colleges) is open to:
   - Persons who possess a high school diploma or California high school proficiency exam certification or a high school equivalency certificate.
   - Persons 18 years of age or older, or emancipated minors who do not possess a high school diploma or equivalent, may be admitted by the college under provisional admissions status.
   - High school students requesting dual enrollment may be admitted as "special part-time" students subject to special criteria: **https://www.sdccd.edu/future-students/high-school-students.aspx.**

   Returning students who have missed more than one year of enrollment must file a new application at CCCApply.

   Financial Aid information: https://www.sdccd.edu/students/financial-aid-scholarship/index.aspx

2. **Official Transcripts** from ALL other institutions must be on file to develop an Educational Plan or to have your records evaluated. Students may use **unofficial** transcripts, or grade reports from prior institutions to clear prerequisites only. Students should submit a completed Proof of Pre/Corequisites form along with the transcript/grade report to the college Counseling Office at **https://www.sdccd.edu/students/forms-and-documents.aspx**

3. **Orientation** provides information about the programs and services available at the college as well as strategies for student success. Please verify your level of **Assessment (Milestones in mySDCCD)**: Reading, writing, ELAC, and mathematics assessments help students enroll in the right courses aligned with their educational pathway, as well as meet prerequisites for other courses. Students should **meet with a counselor** to complete an Education Plan and develop a strategy for success by taking the correct classes.

4. **mySDCCD** (my.sdccd.edu) is where all class registration is conducted: adding, dropping, waitlists, Pass/NoPass grade option changes, withdrawing, paying fees, checking awards and Financial Aid, grades, and Academic Planning. **Registration is a 3 step process in mySDCCD** (Placing classes in your cart is the first step.) The maximum study load is 20 academic units for Fall and Spring and 12 academic units for Summer.

   Students applying after the application deadline will register during 'Open Enrollment'.

   Waitlists: When a spot opens up you will be automatically enrolled from the waitlist unless there is a 'Time Conflict' or an issue with Requisites not being met. You must fix these issues immediately to be able to enroll.

5. **Fees** should be paid immediately, monitor the amount owed in the "**My Finances**" section of mySDCCD. Fees can be covered through forms of Aid (such as Financial Aid, CCPC, Veterans Benefits, Promise etc.) or can be paid with Credit Card, or through a Payment Plan. All students must pay the mandatory $20.00 Student Health Services fee ($17.00 in Summer), whether or not they choose to use the health services or have their own insurance.

   For complete details about all these step, see the Students webpage at **https://www.sdccd.edu/students**