Open Registration

Appointments are not needed during open registration

LIBERAL ARTS CAMPUS
Building A142

PACIFIC COAST CAMPUS
Building AA127

OPEN REGISTRATION
June 14 - 17, 2010
Monday - Thursday 7:30 AM - 6 PM

LATE REGISTRATION
June 21-22, 2010
Monday-Tuesday 7:30 AM - 6 PM

AVOID LONG LINES...
USE THE WEB!
You may also register, drop or pay your fees using the Online system
7 AM - 11 PM at www.lbcc.edu

If you do not pay your fees at the time of registration, you will not be allowed to add any classes to your schedule.

You may pay fees with cash, check, money order or Visa, MasterCard or Discover. The credit card must be presented to the Cashier. If the credit card is not yours, you MUST HAVE A LETTER OF AUTHORIZATION signed by the cardholder permitting you to use the card specifically for registration at LBCC.

NOTE: Make a copy of this letter of authorization for your records as the original must be kept by the LBCC Cashier - NO EXCEPTIONS.

Add/Drop Dates and Refund Deadlines

*PLEASE NOTE: The deadline dates fall on the weekend.

ONLY the Online registration system is available during the weekends, holidays and flex days until 11 PM.

If you need assistance please come to the Admissions & Records Office on either campus by 5:30 PM on the Thursday prior to the stated deadline date.

Refund of Enrollment Fees
Enrollment fees will be automatically refunded to students who OFFICIALLY withdraw during the refund/transfer period. A balance due is not cleared by never attending a class for which a student has registered. California State Law States: California Administrative Code Title 5, Division 6, Section 58508, Refunds: A community college district governing board shall refund upon request any enrollment fee paid by a student pursuant to section 58501 for program changes made during the first two weeks of instruction for a primary term-length course, or by the 10 percent point of the length of the course for a short-term course. (For example, the 10 percent point for a nine week course would be one week). Refunds will NOT be given for drops after the deadline. Special action requests MUST be circumstances beyond the control of the student such as accident, medical emergency, etc.

ADD/DROP DEADLINES
For individual course add/drop deadlines please go online at: http://admissions.LBCC.edu

IMPORTANT DATES
April 26-June 8 Web priority Registration
May 7 Deadline to submit Prerequisite forms
June 7 Last day to submit application for Summer 2010 Priority Registration
June 8 Last day to obtain a priority registration appointment in person by 4:00 PM
June 8 Last day for online priority registration by 4:00 PM
June 8 Last day to pay in person by 5:00 PM and online by 10:00 PM
June 9-13, 2010 No registration or payments
June 14, 2010 Open registration begins. Web registration available from 7 AM-11 PM