Your Checklist for Enrollment

1. Complete the LBCC Application for Admission
   - Online at: www.lbcc.edu
   - Receive an LBCC Student I.D. number
   - For help, please call: (562) 938-4485

2. Apply for Financial Aid
   - BOG Fee Waiver Paper Application on pages 19-20
   - Online at: http://fina.lbcc.edu
   - Free Application for Federal Student Aid (FAFSA) available Online at: www.fafsa.ed.gov.

3. Assessment Test
   - Make an appointment for the Assessment Test online with your Student I.D. number at: http://matric.lbcc.edu
   OR
   - Call (562) 938-4670 Liberal Arts Campus
     (562) 938-3920 Pacific Coast Campus
   OR
   - In person at Student Success/Transfer Services Center on either campus.

4. Orientation
   - Complete LBCC Orientation by attending Orientation Workshop that corresponds to your Assessment Test Appointment.
   - Complete Online Orientation at: http://orientation.lbcc.edu

5. Counseling & Educational Planning
   - Make an appointment to see a counselor
     - Online at www.lbcc.edu
       (click “online counseling”)
     - By telephone at:
       LAC (562) 938-4560
       PCC (562) 938-3920
     - In person in the Counseling Office at:
       LAC: Building A163
       PCC: Building GG100

6. Registration
   - Register for classes
     - Online at www.lbcc.edu
     - By telephone at (562) 938-4700
     - Walk-in registration
       (see page 13 for instructions)

7. Payment of Fees
   - Pay your enrollment fee, health fee, student services fee and parking fee
     - Online at www.lbcc.edu
       (click on “OLE registration”, then “finances”)
   - LBCC accepts VISA or MASTERCARD ONLY
   - In person at Cashier’s Office on either campus

8. Go to Class
   - You must attend the first meeting of each class or you may be dropped. Contact your instructor if an emergency arises for which you must be excused.

Optional Steps

* Dropping or Adding class(es):
  You may add or drop semester length class(es) without penalty if dropped by September 5 (with permission from the instructor).
  If you want a full refund, you must officially drop by August 30, 2008.

* Withdrawing from class(es):
  You may officially withdraw from class(es) and receive a “W” grade after the add/drop dates. If you do not officially withdraw, the instructor may assign you an “F” grade.