



STEPS TO GET STARTED



APPLY TO LTCC

Submit application online at www.ltcc.edu/admissions or update your application in *Passport*, login at www.portal.ltcc.edu



FINANCIAL AID

To determine eligibility for financial aid, complete the FAFSA (Free Application for Federal Student Aid) online at www.fafsa.ed.gov

NEW STUDENTS

- Never been to any college before

OTHER STUDENTS

- New Transfer Students
- Attended college before
- Attended LTCC in the past
- Hold a degree



ASSESSMENT

http://www.ltcc.edu/campusresources/student_lab_assessments.php



PREREQUISITES

All prerequisites and corequisites are enforced at registration. Check prerequisites in the schedule of classes. Submit all official transcripts to Enrollment Services.



ORIENTATION

All students are required to participate in orientation. <http://www.ltcc.edu/admissions/orientation.php>



ADVISING

All students are required to meet with a counselor to develop and educational plan. <http://www.ltcc.edu/campusresources/counseling.php>



REGISTER AND PAY FEES

Check your registration priority time. Register for classes using the student portal, Passport or at the One-Stop Office. Payment of registration fees is required at the time of registration.



STUDENT SUPPORT

Apply for student support programs for additional assistance. <http://www.ltcc.edu/campusresources/index.php>



BOOKS

Visit the LTCC Bookstore online or in person to purchase new and used books for your courses. <http://ltcc.bncollege.com>
The Quarterly Textbook Lending Program gives priority to students in student support programs. After the first two weeks of classes it's available to all students.

If you do not have access to a computer, wish to conduct business in person, or just have questions, visit the One-Stop/Enrollment Services, A102, or call (530) 541-4660 extension 211 for assistance.



STEPS TO GET STARTED

New Students, Returning Students, and Transfer Students

APPLY TO LTCC online at www.ltcc.edu/admissions

- On the ADMISSIONS page, click on ONLINE APPLICATION.
- **STEP 1:** Create an OpenCCC Account. **STEP 2:** Begin the application process. Click on 'Begin Application'.
- Allow 2 (business) days for the application to be processed and then you will receive an email with your **Student ID number**.

APPLY FOR FINANCIAL AID

- To apply for financial aid, **STEP 1:** Students and parents, are required to create a FSA ID, **STEP 2:** Complete the Free Application for Federal Student Aid (FAFSA) at www.FAFSA.ed.gov.
- Complete and return all requested documents sent to your student email.
- California residents may qualify for the Board of Governors Fee Waiver (BOG); visit the One-Stop Office for more information or call extension 236.

ORIENTATION – ASSESSMENTS – ADVISING

Visit the *One-Stop Office, A102*, or call (530) 541-4660 ext. 211 for assistance.
Check the current quarterly schedule or visit the LTCC website for up-to-date dates and times.

ATTEND ORIENTATION and COMPLETE ASSESSMENT

- Orientation sessions are 2½ hours long and at various times and dates.
 - Assessment testing is on a drop-in basis located in room D121.
 - Bring a photo ID and LTCC student ID number.
 - The math assessment is a timed 45 minute test.
 - For English placement, please bring your high school/ college transcripts or AP, SAT, ACT, or EAP test scores when you meet with a counselor.
- **ASSESSMENT EXEMPTIONS:**

 - Returning students that previously completed assessments
 - Transfer students (completed 30 semester/45 quarter units at another college)

MEET WITH A COUNSELOR

- Initial appointments should be scheduled after orientation and assessment have been completed.
- When you meet with a counselor you'll discuss your placement results, select the courses that are right for you, and create an educational plan.
- Please bring a copy of any previous course work to discuss course planning.

REGISTER FOR CLASSES

- Check your registration priority time in the quarterly schedule to register early.
- Register for classes in person at the One-Stop or online through *passport*.
- Payment of registration fees is required at the time of registration.

**** STUDENT PORTAL– PASSPORT:** <https://portal.ltcc.edu/> Username is the first letter of your first name, first letter of your middle name (skip if you don't have a middle name) and your entire last name –Example: bhanderson *Username is a ten-character maximum. Password: Lt + your six-digit date of birth (ex. March 15, 1965 would be Lt031565). Your LTCC email address is: [username]@mail.ltcc.edu. Can't log in? Call the One-Stop Office for assistance.

- **STUDENT ID CARD:** After registering, take your class schedule to the library to obtain a free LTCC Student ID card.

APPLY FOR STUDENT SUPPORT SERVICES

http://www.ltcc.edu/_resources/pdfs/campusresources/ltccampusresources_english2016.pdf

- **Disability Resource Center (DRC)**
— Located in room A205 — Phone extension: 249
- **Extended Opportunity Programs & Services (EOPS)**
— Located in the One-Stop Office— Phone extension: 318
- **Student Equity Program**
— Located in room A258 — Phone extension: 549
- **Veterans Resource Center (VRC)**
— Located in room A203 — Phone extension: 838

TEXTBOOKS

- The *Quarterly Textbook Lending Program* is available for students in the following programs: Equity, EOPS/CARE/CalWORKs, Veterans, or VTEA/CTE.
- Two weeks after classes begin each quarter; ALL students have access to textbooks.