

Getting Started at PCC

Step 1: Register for the College Opportunity Fund (COF)

Go to www.CollegeInColorado.org and sign up for the COF stipend. If you do not have access to the Internet at home, you may go to any campus registration station to sign up for COF. For more information about COF, please see the *Tuition and Fees* section of this catalog.

Step 2: Apply for admission

You may apply for admissions in one of three ways:

- Apply online at www.pueblocc.edu. Find and click on the “My Community Education” icon.
- If you do not have access to the Internet at home, go to any PCC registration station to apply for admission. Administrative personnel will help you.
- Complete a hardcopy application for admission and send or take it to the Admissions and Records Office of the campus you attend.

Please refer to the *Applying for Admission* section of this catalog for detailed information about your application.

Step 3: Take the basic skills assessment test

Contact the PCC campus closest to you for the ACCUPLACER® basic skills test schedule. Under some circumstances, you may be exempt from taking the test. Please refer to the *Basic Skills Testing* section of this catalog for more detailed information.

Step 4: Apply for financial aid

Obtain the Free Application for Federal Student Aid (FAFSA) from the PCC Financial Aid Office, your high school counselor's office, or on-line at www.fafsa.ed.gov. You may fill out the form online and submit it electronically, or you may complete it on paper and mail it in the envelope provided. We will base your financial aid award on the number of credits you register for each semester. All information, guidelines, and policies related to financial aid are available from the PCC Financial Aid Office. Please refer to the *Financial Aid* section of this catalog for more information.

Step 5: Attend New Student Orientation

If you are a new or transfer student who is enrolling in more than six (6) credit hours, you must attend an orientation session prior to the start of your first semester. During orientation, you will receive valuable information about PCC policies as well as information regarding college success, study skills, time management, and services available to you. Contact the campus nearest you to schedule an orientation session.

Step 6: See an advisor to register for classes

If you are registering for more than six credit hours, you must see an assigned instructional advisor before you can register. Contact your department or the Admissions Office for advisor information. If you do not yet have a declared major, please visit with an advisor in the Counseling and Career Office.

Step 7: Arrange to pay tuition and fees

Visit the Cashier's Office to pay your tuition and fees. PCC accepts cash, checks, and valid third-party payments. You can also pay your tuition and fees with Visa, Discover, MasterCard, or American Express.

Step 8: Obtain a PCC Identification Card

After registering and paying for your classes, visit the ID Card Office, CC-240, to obtain your PCC Identification Card. This card is required for identification at student sponsored events and at various offices and service centers at all of PCC's campuses. You will pay a one-time I.D. Card fee during the first semester you attend. If you lose your card, we will charge a replacement fee.

Step 9: Register your vehicle

Register your vehicle if you are attending the Pueblo or Fremont campuses. You may also register your vehicle when you pay tuition and fees. Your parking placard/hangtag is valid as long as you are enrolled at PCC. You must renew your validation tag each semester.

Step 10: Purchase your textbooks at the College Bookstore

As early as possible before the beginning of the semester, go to the PCC Bookstore (for Pueblo and Fremont Campus students) or to the Fort Lewis College Bookstore in Durango (for Southwest Campus students) to obtain required textbooks and supplies. The PCC bookstores also offer general interest books, art supplies, office supplies, basic school supplies, calculators, greeting cards, clothing, glassware, and gift items. When available, used books sell for 75% of the new book price. The bookstores also conduct a used book buy-back during the first and last week of the fall and spring semesters.

Step 11: Be sure to attend your first day of class!