Registration Procedure

1. Enlist online. (Starts at 10am)
2. Print assessment form.

\*\*If you will print in school, please proceed to the computer area in the admin office, located near the women’s rest room.

1. Have your assessment form approved at Window 3.
2. Proceed to the Cashier’s office.
3. Submit the yellow form to Ms. Marissa at Window 1.

Manual Registration Procedure

* 1. Get a number for manual registration at Window 1. (Starts at 9:30 am)
  2. Enlist online your regular course load.
     1. For students under probation, if you have not signed the probationary form, you will not be allowed to enlist online.
     2. If are not cleared, you will not be allowed to enroll. Please stand by until your name is called at Window 4.
  3. When your number/name is called, proceed to Window 4.
  4. Print your assessment form.
  5. Have it approved at Window 3.
  6. Proceed to the Cashier’s office.