Lower Columbia College - Quarterly Registration Form
(PRINT Clearly – Present this form at the Registration Office during registration periods after providing all requested information.)

Student Name - LAST, FIRST, INITIAL

X Student’s Signature

Student ID #

Student Major (Program Code) 200

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Alternate Classes

* CAPSTONE ☑ (CPSTN: ) COURSE

Date________________________Advisor’s Signature

(required for students seeking degrees or certificates)

Student Address

________________________________________________________________________

________________________________________________________________________

Phone (_______) __________________________ e-mail __________________________

Select the best response to each question:

Do you have a physical or mental impairment which substantially limits one or more major life activities, such as: seeing, hearing, speaking, walking, learning, working, etc.?

☐ Yes ☐ No

STATE REQUIRED DATA ELEMENTS: The State of Washington uses responses to the following questions to measure the progress of students toward stated goals and to improve services and programs.

How will your course work relate to your current or future work?

☐ (11) Gain skills for a new job or career ☐ (14) Does not apply
☐ (12) Gain skills for my current job or career ☐ (90) Other
☐ (13) Improve skills for a career change

What is your main long term goal for attending this community college?

☐ (11) Take courses related to current or future work ☐ (14) Explore career direction
☐ (12) Transfer to a four-year college ☐ (15) Personal enrichment
☐ (13) High school diploma or GED ☐ (90) Other
INSTRUCTIONS

1. Process your paper work at the Registration Office (Admissions Center) within the quarterly deadlines indicated in the printed schedule. If you are seeking a degree or certificate, you must have your advisor’s signature to enroll.

2. You may enroll through the fifth instructional day of the quarter for classes which begin during the first week of the quarter.

3. Late registration procedures begin on the fourth instructional day of the quarter and you must seek approval (signature required) from your instructor, prior to enrolling.

4. After the first week of the quarter for classes that began during the first week of the quarter, you must seek approval (signature required) from the Vice President for Student Success (Admissions Center), prior to processing your enrollment.

5. After the second week of the quarter for classes that began during the first week of the quarter, you must seek approval (signature required) from the Vice President & Dean of Faculty (Instructional Office Building), prior to processing your enrollment.

6. You may enroll for the following classes without seeking Vice President approval: ABE, BTEC lab classes, Community Education, Co-Op (288 & 289), DE-Distance Ed., DRFT/ENGR lab classes, ESL, HOFL 131, 132, 133, HSC-High School Completion, IMIN, IMEL, INTC, MAMT, Independent Study (299), INDV lab classes, MATH lab classes.

7. No registration will be processed after Friday of the seventh week of the quarter.

8. Exceptions to the above rules shall be granted only with written permission from the Vice President & Dean of Faculty.

* To enroll in a Capstone course, students must have completed at least 60 credits towards their Plan B degree, including Intermediate Algebra (MATH 099 or competency) and ENGL 102, both with a grade of C- or better.