

# Spring 2018

## Guide to Registration Westchester Community College



### Priority Registration

Priority Registration provides a staggered timeline for registration access—basically, the more credits you have earned, the earlier you will be able to register. Registration start dates for Spring 2018 appear to the right. Questions? Find answers at [www.sunywcc.edu/registrar](http://www.sunywcc.edu/registrar) or email [registrar@sunywcc.edu](mailto:registrar@sunywcc.edu).

### Did You Know?

**File for financial aid right now!** To apply for federal financial aid, begin the application process online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). New York state residents can apply for state aid by visiting <https://www.tap.hesc.ny.gov/totw/>.

**Saturday Enrollment Days: November 18, December 9, December 16, and January 6.** These are additional days when enrollment services are available on Saturdays. Visit [www.sunywcc.edu/enroll](http://www.sunywcc.edu/enroll) for details and to RSVP.

Registration begins...	for these students
<b>Monday October 30</b>	Matriculated (degree-seeking) students who have earned 31+ credits
<b>Thursday November 2</b>	Matriculated students who have earned 30 credits or fewer
<b>Monday November 6</b>	New degree-seeking students (first-time Westchester Community College registrants, including transfers)
<b>Monday November 13</b>	Non-matriculated (non-degree-seeking) students and all other students

### Important Dates

Semester/Session >>	Primary Spring Semester (15 weeks)		First 7.5-week Session	12-week Session	Second 7.5-week Session
	Valhalla & Online Classes	Extension Locations			
Registration Begins	See table above	See table above	See table above	See table above	See table above
Register for Classes by (to avoid the \$25 Late Registration Fee)	Wed., Jan. 10	Wed., Jan. 10	Wed., Jan. 10	Wed., Jan. 31	Wed., Mar. 14
Semester Begins/Ends (includes finals)	Jan. 16 – May 13	Jan. 20 – May 13*	Jan. 16 – Mar. 18	Feb. 5 – May 13	Mar. 19 – May 10
Last Day to Add a Course	Mon., Jan. 22	Fri., Jan. 26*	Thurs., Jan. 18	Fri., Feb. 9	Wed., Mar. 21

\*Biology courses with labs offered in Ossining follow the [Valhalla Campus & Online Classes schedule](#). Find our complete Academic Calendar online at [www.sunywcc.edu/AcademicCalendar](http://www.sunywcc.edu/AcademicCalendar)

## How to Register

### New Student Registration

Students new to Westchester Community College will register for their first semester of classes during the required Academic Counseling and Advisement Session. The checklist below outlines the necessary steps to take before and after that session. For details about what is required in these areas, please visit

[www.sunywcc.edu/regchecklist](http://www.sunywcc.edu/regchecklist).

- ✓ College Application
- ✓ Apply for financial aid (if applicable)
- ✓ Immunization Requirements
- ✓ “Westchester Welcome” Information Session
- ✓ Placement Testing
- ✓ In-person Academic Counseling and Advisement
- ✓ Make Payment Arrangements by January 7, 2018
  - See Payment Arrangements section for ways to ensure your tuition and fees are covered
  - After January 7, 2018, payment arrangements will have to be made prior to registering for classes
- ✓ Proof of Residency (non-Westchester residents)
- ✓ New Student Orientation (mandatory for all new students, online and in-person sessions available)

### Continuing Student Registration

There are two ways for continuing students to register:

**Online Registration** is open to students whose academic and student accounts are in good standing (without “holds”). To register online, visit [www.sunywcc.edu/MyWCC](http://www.sunywcc.edu/MyWCC) and follow the How to Register instructions on the login screen. Note that your User ID and Password are required. For questions about holds, contact 914-606-5600.

**In-person Registration** is available to returning students during regular business hours on the Valhalla campus (Administration Building, Registrar’s Office, Room 107) and at our Ossining, Mount Vernon, Peekskill, White Plains, and Yonkers extension locations. For office hours, visit [www.sunywcc.edu/registrar](http://www.sunywcc.edu/registrar) or [www.sunywcc.edu/locations](http://www.sunywcc.edu/locations).

### Know This Before You Register

Continuing students who are taking developmental, non-credit classes or students with a cumulative GPA of less than 2.0 must meet with a counselor before registering. To meet with an Academic Counselor, visit the Student Center, Room 219. Counselors are also available at our Mt. Vernon, Yonkers, Ossining and Peekskill locations. For Counseling hours visit: [www.sunywcc.edu/student-services/counseling/counseling-office-hours/](http://www.sunywcc.edu/student-services/counseling/counseling-office-hours/)

- You do not need your Fall 2017 grades in order to register for Spring 2018.
- Meeting with a counselor or your faculty advisor before you register will ensure that you register for courses that apply towards your degree!

## Contact Us

Admissions ..... 914-606-6735..... [admissions@sunywcc.edu](mailto:admissions@sunywcc.edu)  
Bursar ..... 914-606-6870..... [bursar@sunywcc.edu](mailto:bursar@sunywcc.edu)  
Counseling..... 914-606-6572..... [counseling@sunywcc.edu](mailto:counseling@sunywcc.edu)

Financial Aid ..... 914-606-6773..... [finaid@sunywcc.edu](mailto:finaid@sunywcc.edu)  
Registrar ..... 914-606-6810..... [registrar@sunywcc.edu](mailto:registrar@sunywcc.edu)  
Welcome Center .... 914-606-5600

For complete office and division contact listings, visit [www.sunywcc.edu/contact](http://www.sunywcc.edu/contact). For office hours, visit the office pages on the college website.

## Tuition and Fees

	Full-time (per semester)	Part-time (per credit)
Resident Tuition	\$2,140	\$179
Non-Resident Tuition	\$5,885	\$493

In addition to the cost of tuition, students pay a variety of fees each semester. Fees vary based on full-time/part-time status, method of course delivery, and campus. Base rates for Spring 2018 fees range from \$55.75-\$231.25. Additional fees may apply based on your program of study. For a complete list and explanation of fees, visit [www.sunywcc.edu/tuition](http://www.sunywcc.edu/tuition). Tuition and Fees subject to change. Please check the college’s website for updates.

## Payment Arrangements

Students must make payment arrangement by January 7, 2018 to prevent being dropped from their first choice of classes.

Payment arrangement options include:

1. Making payment in full. You can make payment in person with cash, check or credit card. Or pay online via credit card at [www.sunywcc.edu/MyWCC](http://www.sunywcc.edu/MyWCC).
2. Enroll in a payment plan and make the payments as scheduled. Visit [www.sunywcc.edu/bursar](http://www.sunywcc.edu/bursar) for information about the plan. Log in to your MyWCC Student Center to enroll.
3. Apply for financial aid and use the financial aid award towards your tuition and fees. For any portion of your bill that is not covered by aid, please make payment by January 7, 2018. Financial Aid processing can take up to two weeks and requires the student to be responsive to requests for documentation. Please plan accordingly to have aid in place by January 7, 2018.

After January 7, 2018, students must have payment arrangements in place prior to registering for classes.

## Locations

Students can take classes at any of our 11 convenient locations. For location details, visit [www.sunywcc.edu/locations](http://www.sunywcc.edu/locations). Scan this code to visit a Google map of our campus and extension locations.



- **Valhalla — Main Campus** • 914-606-6600
- **Mount Vernon Extension Center** • 914-606-7200
- **Ossining Extension Center** • 914-606-7400
- **Peekskill Extension Center** • 914-606-7300
- **White Plains Extension Center** • 914-606-7500
- **Yonkers Extension Center** (at Cross County Shopping Center) • 914-606-7100

**Local School-based extension locations**  
(evening classes only) • 914-606-6839

- Mahopac (Mahopac High School)
- New Rochelle (The Ursuline School)
- Port Chester (PC Middle School)
- Shrub Oak (Lakeland High School)
- Yonkers (Educational Opportunity Center & Roosevelt High School)