### 1. Financial Aid—DeRicco Student Services Building

Financial aid is designed to help meet direct educational expenses. This includes tuition, books, supplies, transportation, and related living costs. Students may apply for grants, student loans, employment programs, and scholarships. Dollar amounts for individual aid programs vary from a minimum of $200 to a $4,310 maximum.

For details about financial aid or to apply go to [www.deltacollege.edu](http://www.deltacollege.edu) click on "New/Returning Students," select “Enroll at Delta College in 5 Easy Steps” and proceed to Step 1.

Finance Aid Checklist:

- I have applied for a Board of Governors (BOG) fee waiver to pay my fees for the academic year.
- NOTE: The BOG fee waiver is available to California residents only.
- I have completed the FAFSA (Free Application for Federal Student Aid) to apply for financial aid.

### 2. Application for Admission

Complete the online application at [www.deltacollege.edu](http://www.deltacollege.edu), click on "New Students". Refer to the Registration Calendar for the dates the online application is available. Computer access and assistance is available in the E-Services Lab located in the DeRicco Student Services Building (see step 8). For assistance with the online application, contact the Helpline at (209) 954-5151 Ext. 6191. **Note:** Applications take a minimum of 4-5 business days to be processed.

A Delta I.D. number and a Delta College e-mail address will be assigned after your application has been processed. To retrieve your ID and email address go to [www.deltacollege.edu](http://www.deltacollege.edu), at the top of the page click on "Register," then "Online Registration" and log-in. Your I.D. number and student e-mail address will appear directly under the "Welcome" information.

**It is your responsibility to check your student email at least once per week-including the time between terms. All correspondence from the college is sent to your Delta College email account.**

Admissions Checklist:

- My online Application for Admission was submitted electronically on this date: ______________.
- My Delta ID number 98-__________________________
- My Delta student e-mail address is ____@students.deltacollege.edu

High School Transcripts (Required for ALL students):

- Contact your high school and request a copy of your final transcript.
- Submit your final high school transcript by mail or in person to the Admissions & Records Office a minimum of 5 business days prior to registering for class.

College Transcripts (Required for ALL Transfer, Returning and Students from other colleges):

- Request an official sealed transcript from all other regionally accredited U.S. colleges/universities attended be sent to: San Joaquin Delta College, ATTN: Evaluations Office, 5151 Pacific Avenue Box 102, Stockton, CA 95207
- Official transcripts must be submitted a minimum of 5 business days prior to registering for class.
- Transcript(s) requested from _______________ on this date: ______________.

### 3. Assessment – DeRicco Student Services Building, Room 110

All new students and non-exempt students are required to take a Reading, English, and Mathematics assessment called the Assessment-COMPASS Evaluation (ACE).

**AN APPOINTMENT is required to take this assessment. Log into [www.deltacollege.edu](http://www.deltacollege.edu) click on "New/Returning Students," select “Enroll at Delta College in 5 Easy Steps” and proceed to Step 3. You must provide a picture I.D. and your Delta I.D. number at the time of assessment (no exceptions).**

Assessment Checklist:

- I have taken the assessment test.
- I am a returning student and already took the assessment test.
- I took the assessment at another college and have provided my scores to the Assessment Center OR I have provided official transcripts showing satisfactory completion of English Composition and/or college level math to the Evaluations Office, OR I have provided proof of an AA, AS, BA, BS or higher degree completed in the U.S.
- I am going to exercise a one-course waiver and take a course that does not have a prerequisite assessment level.
- I am declaring as a Level 1 student by contacting the Assessment Center.
Students must complete steps 2 and 3 of the Steps to Success Checklist prior to attending the New Student Group Advising sessions or meeting with a Delta College counselor. During peak times all new students are strongly encouraged to attend the New Student Group Advising sessions. During this session a counselor will assist students in developing a “first semester” course list and provide essential certificate, associate degree, transfer, and financial aid information.

For the most up-to-date orientation information visit our Orientation homepage at: http://www.deltacollege.edu/dept/guidance/Orientation.html

Course Planning Checklist:
_____ I have signed up for a New Student Group Advising session -or-
_____ I have contacted the Counseling Center

Registration www.deltacollege.edu
To enroll in courses you must have your Delta ID number and have met all assessment and prerequisite requirements. Registration is conducted online. Computers are available in the E-Services Lab, (see step 8).

Class start dates:

<table>
<thead>
<tr>
<th>Summer 2013</th>
<th>Fall 2013</th>
<th>Spring 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/10/2013</td>
<td>8/19/2013</td>
<td>1/21/2014</td>
</tr>
</tbody>
</table>

How to Register Online:
#1 Go to www.deltacollege.edu click on “New/Returning Students,” select ”Enroll at Delta in 5 Easy Steps” and proceed to Step 5. Read all information and instructions carefully.
#2 LOG-IN: Enter your Delta I.D. or social security number and birth date or PIN (Personal Identification Number).
#3 Use the Open Class List or Add Course Code tabs to add courses or to be put on a waiting list. Have a registration problem? Click on the “Live Help” button for help M–Th from 9am – 4pm. (registration related issues only)
#4 Print your schedule, which will show the fees you currently owe, and be sure to log out when finished.

It is highly recommended that every student create a Personal Identification Number (PIN) to protect the confidentiality of your records.

If you experience problems registering, please click on “Live Help” on the Online Registration page. Registration assistance is also available in the E-Services Lab (see step 8).

Registration Checklist:
_____ I have created a Personal Identification Number (PIN) to protect my records.
_____ I have registered for _____ fall _____ spring _____ summer
_____ I have printed my schedule of classes.

College Fees
Fees are due at the time of registration and payments may be made online at www.deltacollege.edu, click “New/Returning Students” select “Enroll at Delta in 5 Easy Steps,” proceed to Step 5 select ”Pay Fees Online.” Credit card payments are not available at the Admissions & Records Office. Payments may also be made by mailing a check/money order to Admissions & Records, 5151 Pacific Avenue Box 102, Stockton, CA 95207.

Students will be disenrolled within 10 college days after registration unless fees have been paid, FAFSA information has been received by the college or a BOG waiver has been granted (see Step 1).

Fee Payment Checklist:
_____ I have paid my fees for _____ fall _____ spring _____ summer
_____ I have applied for financial aid for _____ fall _____ spring _____ summer

Student E-mail
Go to www.deltacollege.edu, at the top of the page, click on “Email.” Enter your Delta email address without the ”@students.deltacollege.edu” and then your PIN. If you do not have a PIN, enter your birth date in six digits as mmddyy (example: 010170). For problems logging into email, contact emailhelp@deltacollege.edu.

_____ I will check my student e-mail at least once a week for important messages & information from the college.

E-Services Lab-DeRicco Student Services Building
Lab Hours: Mon.-Thur. 8am - 5pm, F 8am - 12pm
(209) 954-5151 Ext. 6149

Admission & Records Services: Complete your online Application for Admission
Access your student email
Online Registration, add/drop classes, print your schedule & pay fees online
Request transcripts online
Print admission forms

Financial Aid Services: Complete your FAFSA Application/Federal Pin #
Access online financial aid system
Check financial aid status
Download financial aid forms
Look for Federal work-study jobs