



Proposed Steps to Success

Step 1. Application

- a. *Complete and submit an application for admission.
Apply online at www.hartnell.edu or download the PDF application and submit to the Admissions & Records Office by mail, fax, or in person.
*If applicable, complete California Nonresident Tuition Exemption request.
- b. Apply now for Financial Aid. Apply online at www.fafsa.ed.gov or complete the Board of Governors Fee Waiver (BOGW) application and submit it to the Financial Aid office. For any questions call the Financial Aid office at (831) 755-6806.

Step. 2 Orientation

- a. Complete the online orientation at <http://live-hartnell.gotpantheon.com/new-student-online-orientation>
- b. If you need more comprehensive preparation for academic success consider registering for a Counseling 1- Student Success Seminar course. These courses assist students in college success and are UC/CSU accepted.

Step 3. Assessment

- a. Make an appointment and complete the STAAR* Assessment. Assessment is mandatory if enrolling in 6.0 or more units or an English or Math course unless exempt. Call (831) 759-6054 for an appointment at least two weeks before registering.
- b. The Assessment test is very important in determining your course sequences. Be sure to prepare for the assessment test. Study guides and sample questions are available at: www.collegeboard.com/prod_downloads/student/testing/accuplacer/accuplacer-sample.pdf
For a more comprehensive math preparation guide go to: <http://www.aims.edu/student/testing/studyguides/colalg.pdf>

Step 4. Counseling/Advising- Develop an Educational Plan

- a. All students should schedule an appointment to meet with a counselor to discuss their academic goals and to develop an educational plan. Call (831) 755-6820 to schedule an appointment.
- b. The Counselor can also assist with checking for prerequisites for all of your classes. Bring copies of official transcripts from high school and/or colleges attended to Admissions & Records at least two weeks before registering.

Step 5. Register

- a. Register using the WEB at www.hartnell.edu. Classes fill quickly so register as early as possible.
- b. Concurrent enrollment students in grades less than 9th grade must register in person. Please consult the schedule of classes for dates and times.

Step 6. Pay Fees

- a. Pay all registration fees online by the due dates to avoid being dropped for non-payment. Please see the payment deadline schedule.

Step 7. Hartnell College Cat Card

- a. Visit the Student Life office to obtain or update your CatCard. Present your receipt of payment to the ASHC office located in C102.

Step 8. Stay on Track

- a. Follow up with your counselor
- b. Enroll in one or more student support programs on campus (i.e., EOPS/CARE/CALWORKS, TRIO, Veterans, Foster & Kinship Care, MESA, ACE, and others).

PAWS- Personal Access Web Services

STAAR- Success Through Assessment Advisement/Orientation and Registration