

## COMMUNITY COLLEGE APPLICATION PROCEDURES *for Seniors planning to matriculate in Summer or Fall, 2010*

Current Seniors who plan to attend **Diablo Valley College** full-time beginning Summer or Fall of 2010 are required to participate in an application, placement, and orientation program. Prospective students who complete this program in May will receive an early registration appointment. Those who procrastinate and wait until August to register will find few spaces in late morning, early afternoon, and popular general education classes on campus. To assure registration priority, follow these steps:

1. **March 1:** the application for admission will be available at [www.dvc.edu](http://www.dvc.edu). If you who plan to attend DVC, *or consider DVC to be your back-up college*, apply on-line for **SPRING SEMESTER - not Fall**. Your DVC ID number will be forwarded to you by e-mail, plus a user name and log-in that you will need to sign-up for your orientation class (see item #5).
2. Attend the mandatory DVC Application Presentation during Study Session on Wednesday, March 3, or Friday, March 5. You will receive a *Special Admission Form* which requires a parent signature. Turn in this form, and your *Application Confirmation Page*, to Mrs. Brands in the College & Career Center to reserve your seat for the DVC Placement Tests, by **March 15<sup>th</sup>**. You will receive an Admission Ticket for the tests.
3. Sign-up for the **Application Workshop** during Study Session on Friday, March 12<sup>th</sup> if you encounter any problems applying on-line. Representatives from DVC will work with students in one of our computer labs.
4. **Mid-March:** required placement tests in English, math, and writing will be administered at Northgate High School on **Thursday, March 18, 2:00 - 4:30 PM**.
5. **March/April:** Register for **Counseling 095** at [www.dvc.edu](http://www.dvc.edu) as soon as you receive notice that your application has been processed. Counseling 095 is DVC's required freshman orientation, and the *only* opportunity to receive assistance with course selection prior to the start of fall classes. Enroll in the earliest Counseling 095 class that you can schedule.
6. **May:** academic advising will take place during **Counseling 095**. Students who attend both class sessions (or an all-day Saturday session) will receive a registration appointment in late May or early June. Schedule a two-day orientation if you want an opportunity to review your proposed fall schedule with your parents before you meet individually with a DVC counselor (the 2<sup>nd</sup> 3-hour session of Counseling 095). Both phone and on-line registration are available.
7. **June/July:** graduated Seniors may want to take **Counseling 110** (Career Planning) or **Counseling 130** (Ensuring Transfer Success) during the DVC summer session, if offered. Plan to make an individual appointment with a DVC Counselor to discuss transfer, Associate Degree options, or occupational program requirements when classes start in August. Visit the Transfer Center, too, which is in the same building as Counseling.

Applicants with student visas, or who have been residents of the United States for less than one year, may need to take their application paperwork and documents directly to the *DVC Admissions Office*. However, all applicants may test at NHS. See Mrs. Brands if you are in this situation.

Procedures for students applying to **other community colleges in California** will be similar. You may forward DVC placement test results to other California Community Colleges, but you must apply to DVC in order to take their placement tests.

Housing is a big issue for students planning to attend community colleges elsewhere in the state. Private dorms that house both community college and UC or CSU students (in Chico, San Luis

Obispo, and Santa Barbara, for example) fill up quickly. Apartments may be available, but may not be owned or overseen by the community college. Safe and convenient location, supervision, and adequate maintenance are critical issues, and I encourage parents to contact community college Admissions Offices (some have separate Housing Offices) to obtain housing recommendations now. E-mail me for a document with links to community colleges that offer housing options.

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