

Academic and Financial Aid Planning Information and Schedule Sheet

New financial aid applicants at Cuyamaca College are required to take the ***FREE, non-credit*** Academic and Financial Aid Planning Class before their financial aid application is processed at Cuyamaca College.

There are 2 options (***CHOOSE ONLY 1 OPTION***) to complete the Academic and Financial Aid Planning Class:

1. ONLINE

OR

2. TRADITIONAL CLASSROOM

<p>Self-paced and takes approximately 8 hours to complete over a two to five week period.</p>	<p>One 8-hour session (8:00-4:20 pm), offered approximately one Saturday a month.</p>
<p><u>To register for the online class:</u> For detailed instructions with pictures, log onto www.cuyamaca.edu/finaid/ click on “FA/Academic Planning Course” on left side of page in menu and follow instructions or follow the STEPS (on the back side).</p>	<p><u>To register for the traditional class:</u> Contact Community Learning at 660-4250 or stop by their office located in the One-Stop, A Building. <i>Pre-registration is RECOMMENDED (classes fill up fast).</i></p>
<p>You must complete and pass the online class by taking all 10 quizzes and scoring at least 80% overall. If you have questions regarding the course, please contact the Financial Aid Office.</p>	<p>Student Responsibilities:</p> <ul style="list-style-type: none"> ◆ Attend entire course on time. ◆ DO NOT bring anyone else to the session (i.e., children, spouse, etc.) unless they also need to complete the class. If you bring someone else, you will be asked to attend another session. Bring the following items: <ul style="list-style-type: none"> • Pencil and paper. • Picture ID : Driver’s license, California Identification, School ID, Passport w/ picture. ◆ Complete the Course evaluation form.

1. ONLINE

OR

2. TRADITIONAL CLASSROOM

STEPS to register:

1. Go to <http://webtarchive.gcccd.edu>
2. You will need to click on “**Create my WebCT**” if this is your first WebCT class.
 - Input your personal information, create a WebCT ID and Password and click “**Continue**” (at the bottom of the page).

Suggestion: make your WebCT ID and Password the same as your WebAdvisor User ID (firstname.lastname)

3. Click on “**Log in to my WebCT**”
4. Click on “**Add course**”
5. “View by category” will display “Main.” Using the down arrow, scroll down and click on “**Student Services**” and then click “**Update.**”
6. Choose the CURRENT Cuyamaca Financial Aid/Academic Planning (Hernandez) by clicking the **green plus sign (+)** under “Add Course.”
7. **IMPORTANT-** do ***not*** type a User Name or Password, click on “**Register.**”
8. You can now click on “**Go to course**” if you are ready to start the class or “Log Out” (upper right side).

Student Expectations:

- ◆ Cooperate fully with instructor.
- ◆ Bring the class folder of materials to the entire class.
- ◆ Participate actively in class discussion. This includes asking questions.
- ◆ Begin developing your educational plan. Assistance will be provided during the second half of the class.

If you have any questions specifically related to your financial aid file, please contact the Financial Aid Office at (619) 660-4201.

Schedule:

August 2009

Date	Time	Room
Saturday, August 8th	8:00 am–4:20 pm	F608

September

Date	Time	Room
Saturday, September 12 th	8:00 am–4:20pm	F608

October

Date	Time	Room
Saturday, October 3 rd	8:00 am–4:20pm	TBD

November

Date	Time	Room
Saturday, November 7 th	8:00 am–4:20pm	TBD

December

Date	Time	Room
Saturday, December 5 th	8:00 am–4:20pm	TBD