

Registering For Classes

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Main Menu

Welcome, Wendy L. Packer, to the Barstow Community College Online Information System! Last web access on Oct 28, 2011 at 11:09 am

[Personal Information](#)
Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.

[Admission, Registration, Student Records, Financial Aid](#)
Apply for Admission, Register, View your academic records and Financial Aid

[Student Account](#)
View and pay your fees

[Faculty & Advisors](#)
Display student information; Display your class list; Display waitlisted students; Enter grades; Process registration overrides; Process a student's registration; Display your security setup.

RELEASE: 8.4.2

Choose the second link for Admissions, Registration, Student Records and Financial aid

Then choose the Registration link

[Registration](#)
Check your registration status; Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule.

[Student Records](#)
View your holds; Display your grades and transcripts; Review charges and payments.

[Financial Aid](#)
Apply for Financial Aid; View financial aid status and eligibility, accept award offers, and view loan applications

RELEASE: 8.5.1

Registering for Classes

Registration

- Select Term
- Register for Classes
- Add/Drop Classes ←
- Look-up Classes to Add
- Change Class Options
- Student Schedule by Day & Time
- Student Detail Schedule
- View/Pay Registration Fees
View the balance you owe and fees you've incurred for each term prior to paying by credit card.
- Withdrawal Information
- Check Your Registration Status
- Access Online Courses & Services
- Voter Registration

Select the link –
Add/Drop Classes

You will then be directed to
the below page.

Type in the CRN
for the classes
you want
to register for.

Then click,
Submit Changes

*If your registration was successful
the system will indicate
**Web Registered and the date*

*If your registration was not successful,
and you received an error, please
review the Registration Errors Tutorial*

Add/Drop Classes:

When you finish adding or dropping a class, be sure to return to the REGISTRATION page, select "Registration Fee Assessment", assess your fees and then select the credit payment option to pay for your fees



Use this screen to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the 'Current Schedule' section. Additional classes may be added in the 'Add Classes Worksheet'.

To add a class enter the 5-digit Course Reference Number (CRN) in the 'Add Classes Worksheet'. Classes may be dropped by using the options available in the "Action" field. If no options are listed in the Action field then the class may not be dropped.

If you are unsure of which classes to add, click Class Search to review the class schedule.

When add/drops are complete click "Submit Changes".

Information about Wait Lists - If you choose a "CLOSED" class, an error message will show on the screen after you submit the add. Go to "ACTION" field after you read the error message. Use the drop down menu to select "WAIT LIST" and then submit your change.

When the process completes, a message will show on the screen informing you that you have been placed on the "Wait List" for that class. You will be moved from the waitlist to the class roster automatically should a seat become available. Students will be added to the class roster based on the priority they were added to the waitlist. If you are added to the class roster Admissions and Records will notify you. If seats do not become available before the start of class you will need to contact the instructor for permission to enroll. Provide verification of the instructor's approval to Admissions and Records so that you can be enrolled into the class.

When you have finished adding or dropping classes, go to the upper right-hand corner of this page and click on "RETURN TO MENU" to continue with Student Services Menu, or click on "EXIT" to quit.

WARNING: If you are a financial aid recipient, please contact the Financial Aid Office prior to dropping any classes. If you drop a class you may be placed in overpayment status and owe back a substantial amount of aid.

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

Registering for Classes

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level
Web Drop w/o W on Aug 03, 2011		20129	MATH	101	0	Undergraduate
Web Registered on Jun 30, 2011		20034	ENGL	1C	0	Undergraduate
Web Registered on Jun 30, 2011	None	20079	CHLD	19A	0	Undergraduate
Web Registered on Nov 09, 2011	None	20507	AUTO	52	0	Undergraduate

**If your registration is a success
the status will indicate
Web Registered and the date

**You will also be able to view
your detailed schedule and
billing statement**

Barstow Community College
Student Schedule/Bill

09-NOV-2011

Enrolled Courses

Crn	Subj	Crse	Title	Crd	RSTS Code	Start Date	End Date	Times	Days	Bld	Rm
20034	ENGL	1C	Critical Thinking & Comp	3.0	RW	26-SEP-11	24-NOV-11	TBA	W	ONLINE	ONLINE
20079	CHLD	19A	Admin of Early Childhood Ed I	3.0	RW	17-OCT-11	17-DEC-11	TBA	W	ONLINE	ONLINE
				Total Crd:	6.0						

Additional Information

Crn	Instructor	Email	Last Day To Add	Refund Deadline	Last Day to Drop Without a W	Last Day to Drop With a W
20034	Frtha, Christie	cfrtha@barstow.edu	04-OCT-11	29-SEP-11	04-OCT-11	08-NOV-11
20079	Gonzalez, Nadia N.	ernie_moran@hotmail.com	25-OCT-11	20-OCT-11	25-OCT-11	02-DEC-11

Dropped Courses this Term

CRN	Course	Drop Date	Code	Desc.
20027	MATH 50	03-AUG-11	DW	Web Drop - Total
20129	MATH 101	03-AUG-11	WB	Web Drop w/o W

Account Information

It is the student's responsibility to drop class(es) by the appropriate deadline as shown above. Students who remain enrolled after the refund deadline are not eligible for a refund and remain financially responsible for payment of fees even if they drop the class or are dropped by their instructor.

Payment is due immediately upon registration. Any unpaid fees will result in a financial hold placed on your account immediately after the end of each term. Financial holds will prevent students from enrollment, drops and withdrawals, and prohibit access to certain campus services.

Enrollment fees are set by the State and are subject to change without notice and may be retroactive. All other fees are set by Barstow Community College District Board of Trustees and are subject to change by Board Action.

Account Summary for

Fall 2011 Account Balance: \$0.00

Detail Code	Description	Charge	Payment
8874	Enrollment Fee	\$216.00	
8884	ASB Representation Fee	\$1.00	
8889	ASB Card	\$5.00	
REFA	Refund of Financial Aid	\$694.00	
ASBC	ASB Card Waiver		\$5.00
ASBR	ASB Rep Waiver		\$1.00
BOGB	Bogg B Waiver		\$216.00
PELL	PELL Grant		\$694.00
		Term Charges: \$916.00	
		Term Credits:	\$916.00
		Term Balance:	\$0.00
		Previous Balance:	\$0.00
		Account Balance:	\$0.00