Summer Session Dates

6 - Week Summer Session
June 22 – July 30, 2020

www.grossmont.edu
Dear Student,

In this unprecedented, turbulent time of coronavirus global epidemic, we are all being challenged to be the best versions of ourselves. While you and those you hold dear are probably experiencing great uncertainty, I want you to know that Grossmont College will be your constant partner in pursuing your educational and professional goals. Thank you for investing in yourself and your educational future by enrolling in a summer session course with us.

At Grossmont College, our vision is to “transform lives through education.” We want to support your success. Whether you’re taking one class this summer, pursuing a longer certificate or degree program, or planning to transfer to a four-year university, we want to be your partners. Please help us help you by taking advantage of free online tutoring, online academic counseling, or virtual Mental Health Services appointments among other services detailed on our Virtual Campus website at Grossmont.edu/covid19.

Again, I am excited to have you join us this summer – your commitment to your future is an inspiration to all.

Thanks again for joining us.

Nabil Abu-Ghazaleh, Ed.D.
President

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**Summer 2020 Calendar**

- Application cut-off date: April 26, 2020
- Registration dates emailed: April 28, 2020
- Registration start date: May 11, 2020
- Summer class date: June 22 - July 30, 2020
- Add end date: June 25, 2020
- Drop end date: June 25, 2020

**Final Examinations will be held on the last day of class.**
### FIND IT FAST

**Summer 2020**

<table>
<thead>
<tr>
<th>A</th>
<th>Accessibility Resource Center .......................... 31</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adding Classes ........................................... 4, 16</td>
</tr>
<tr>
<td></td>
<td>Administration of Justice .................................. 21</td>
</tr>
<tr>
<td></td>
<td>Adult Reentry ............................................. 18, 31</td>
</tr>
<tr>
<td></td>
<td>Anthropology .................................................. 21</td>
</tr>
<tr>
<td></td>
<td>Art .......................................................... 21</td>
</tr>
<tr>
<td></td>
<td>Associated Students of Grossmont College ................. 34</td>
</tr>
<tr>
<td></td>
<td>Astronomy ..................................................... 21</td>
</tr>
<tr>
<td></td>
<td>Auditing Procedures ......................................... 18</td>
</tr>
<tr>
<td>B</td>
<td>Business ....................................................... 21</td>
</tr>
<tr>
<td></td>
<td>Business Office Technology .................................... 21</td>
</tr>
<tr>
<td>C</td>
<td>Calendar for Summer 2020 .................................. Inside Front Cover</td>
</tr>
<tr>
<td></td>
<td>Campus Map .................................................... Inside Back Cover</td>
</tr>
<tr>
<td></td>
<td>Catalog ......................................................... 41</td>
</tr>
<tr>
<td></td>
<td>Child Development ............................................. 34</td>
</tr>
<tr>
<td></td>
<td>Class Attendance ............................................ 22</td>
</tr>
<tr>
<td></td>
<td>College Procedures .......................................... 4</td>
</tr>
<tr>
<td></td>
<td>Communication .................................................. 22</td>
</tr>
<tr>
<td></td>
<td>Computer Science Information Systems ...................... 22</td>
</tr>
<tr>
<td></td>
<td>Counseling ...................................................... 22</td>
</tr>
<tr>
<td></td>
<td>Course Equivalencies—UC, CSU, Independent/ Private Universities and Colleges .................. 18</td>
</tr>
<tr>
<td></td>
<td>Courses of Instruction (alphabetical by subject) .......... 21</td>
</tr>
<tr>
<td></td>
<td>Course Repetition ............................................. 3</td>
</tr>
<tr>
<td></td>
<td>Cross-Cultural Studies ....................................... 22</td>
</tr>
<tr>
<td>D</td>
<td>Deadline Dates .................................................. 4</td>
</tr>
<tr>
<td></td>
<td>Directory of Services at Grossmont College ................. 43</td>
</tr>
<tr>
<td></td>
<td>Disabled Parking ............................................. 42</td>
</tr>
<tr>
<td></td>
<td>Disclaimer ...................................................... 39</td>
</tr>
<tr>
<td></td>
<td>District and Campus Administration ......................... 45</td>
</tr>
<tr>
<td></td>
<td>District and College Policies ............................... 35</td>
</tr>
<tr>
<td></td>
<td>Dropping Classes .............................................. 4, 16</td>
</tr>
<tr>
<td>E</td>
<td>Economics ....................................................... 22</td>
</tr>
<tr>
<td></td>
<td>English ........................................................ 23</td>
</tr>
<tr>
<td></td>
<td>Ethical Principles ........................................... 38</td>
</tr>
<tr>
<td></td>
<td>Exercise Science and Wellness .............................. 23</td>
</tr>
<tr>
<td>F</td>
<td>Fee Waivers and Fee Exemptions ............................ 3, 46</td>
</tr>
<tr>
<td>G</td>
<td>Geography ....................................................... 23</td>
</tr>
<tr>
<td></td>
<td>Geology ......................................................... 24</td>
</tr>
<tr>
<td></td>
<td>Grades ........................................................ 4</td>
</tr>
<tr>
<td>H</td>
<td>Health Education ............................................... 24</td>
</tr>
<tr>
<td></td>
<td>Health Fee ....................................................... 2</td>
</tr>
<tr>
<td></td>
<td>History ........................................................ 24</td>
</tr>
<tr>
<td></td>
<td>How Do I Change My Classes .................................. 4</td>
</tr>
<tr>
<td></td>
<td>How Do I Enroll ............................................... 2</td>
</tr>
<tr>
<td></td>
<td>How to Make a Payment ....................................... 3, 15</td>
</tr>
<tr>
<td></td>
<td>How to Read Course Offerings ................................ 20</td>
</tr>
<tr>
<td>I</td>
<td>Inaccessible Rooms for Students in Wheelchairs ............ 31</td>
</tr>
<tr>
<td>M</td>
<td>Mathematics .................................................... 24</td>
</tr>
<tr>
<td></td>
<td>Media Communications ......................................... 29</td>
</tr>
<tr>
<td></td>
<td>Music ........................................................... 29</td>
</tr>
<tr>
<td>N</td>
<td>Nondiscrimination Notice ..................................... 35</td>
</tr>
<tr>
<td></td>
<td>Nutrition ......................................................... 29</td>
</tr>
<tr>
<td>O</td>
<td>Occupational Therapy Assistant ............................ 29</td>
</tr>
<tr>
<td>P</td>
<td>Parking Permits .................................................. 41</td>
</tr>
<tr>
<td></td>
<td>Payment Instructions ........................................... 15</td>
</tr>
<tr>
<td></td>
<td>Philosophy ....................................................... 29</td>
</tr>
<tr>
<td></td>
<td>Physics .......................................................... 42</td>
</tr>
<tr>
<td></td>
<td>Placement Information and Procedures ...................... 17</td>
</tr>
<tr>
<td></td>
<td>English ......................................................... 17</td>
</tr>
<tr>
<td></td>
<td>English as a Second Language ................................ 17</td>
</tr>
<tr>
<td></td>
<td>Math ............................................................. 17</td>
</tr>
<tr>
<td></td>
<td>Political Science .............................................. 29</td>
</tr>
<tr>
<td></td>
<td>Prerequisite Alert .............................................. 19, 39</td>
</tr>
<tr>
<td></td>
<td>Prohibition of Harassment .................................... 35</td>
</tr>
<tr>
<td></td>
<td>Psychology ....................................................... 30</td>
</tr>
<tr>
<td>R</td>
<td>Refund Information and Schedules ........................... 3</td>
</tr>
<tr>
<td></td>
<td>Registration for Cuyamaca College .......................... 34</td>
</tr>
<tr>
<td></td>
<td>Registration Information ..................................... 5</td>
</tr>
<tr>
<td></td>
<td>Religious Studies .............................................. 39</td>
</tr>
<tr>
<td>S</td>
<td>Science ........................................................... 30</td>
</tr>
<tr>
<td></td>
<td>Smoke Free Campus ............................................. 39</td>
</tr>
<tr>
<td></td>
<td>Sociology ....................................................... 30</td>
</tr>
<tr>
<td></td>
<td>Steps to Become a New Student ............................... 16</td>
</tr>
<tr>
<td></td>
<td>Student Code of Conduct ..................................... 37</td>
</tr>
<tr>
<td></td>
<td>Student Due Process .......................................... 39</td>
</tr>
<tr>
<td></td>
<td>Student Government (ASGC) .................................. 39</td>
</tr>
<tr>
<td></td>
<td>Student Grade Responsibility ................................ 39</td>
</tr>
<tr>
<td></td>
<td>Student Information and Services ........................... 31</td>
</tr>
<tr>
<td></td>
<td>Student Load ................................................... 3</td>
</tr>
<tr>
<td></td>
<td>Student Services ............................................... 31</td>
</tr>
<tr>
<td>T</td>
<td>Theatre Arts .................................................... 30</td>
</tr>
<tr>
<td>U</td>
<td>University Transfer Admission Guarantee Agreement ...... 34</td>
</tr>
<tr>
<td>W</td>
<td>Wait List ......................................................... 5</td>
</tr>
<tr>
<td></td>
<td>Web Registration ............................................... 6</td>
</tr>
<tr>
<td></td>
<td>Who May Attend .................................................. 2</td>
</tr>
<tr>
<td></td>
<td>What Does It Cost To Attend .................................. 2</td>
</tr>
<tr>
<td>Z</td>
<td>Zero Textbook Cost (ZTC) ..................................... 18</td>
</tr>
</tbody>
</table>
WHO MAY ATTEND?
LEGAL RESIDENTS of the State of California who possess a high school diploma or equivalent or are over 18 years of age may attend Grossmont College.

HIGH SCHOOL STUDENTS who are in 11th and 12th grades may attend with the approval of the appropriate high school official, the approval of parent(s), and the approval of the college official.

NON-RESIDENTS who possess a high school diploma or equivalent or are over 18 years of age may attend Grossmont College by paying the established tuition fees. A “non-resident” for tuition purposes is a student who has not established both physical presence and intent to be a resident of California for more than one year immediately preceding the residence determination date for a term.

NON-PERMANENT RESIDENT OF U.S. who possess a high school diploma or equivalent or are over 18 years of age may attend Grossmont College by paying the established tuition fees. A “non-permanent” resident of the U.S. is a student who is in an immigration status and who is precluded from establishing California residency.

HOW DO I ENROLL?
CONTINUING STUDENTS
Registration information will be e-mailed on April 28. For registration information see page 5. You may also log on to WebAdvisor for your registration information as of April 28, 2020.

NEW AND READMIT STUDENTS
1. File an application for admission online at www.grossmont.edu.
2. For students that apply by April 26, 2020, registration information will be emailed on April 28, 2020. Students that apply starting April 28, 2020, will be eligible for open registration.

WHAT DOES IT COST TO ATTEND?
The Grossmont-Cuyamaca Community College District is part of the California public school system and requires enrollment and health services fees of all students. Non-residents and international students must additionally pay tuition. All fees incurred must be paid in full at the time of registration.

Students attending both Grossmont and Cuyamaca Colleges pay parking fees on ONE CAMPUS ONLY. Enrollment and health fees are figured on a district basis.

Student Benefit Card .................................................................$6
Parking Fee:
Auto Parking Permit** .......................................................$18
Motorcycle Parking Fee ..........................................................$10
Motorcycles are required to have a permit and must be parked in designated motorcycle parking areas or they will be cited for no parking permit.
Enrollment Fee (Mandatory) ..................................................$46 per unit
Student Representation Fee* .................................................$2
Health Fee (Mandatory–includes Accident Insurance) ..........$17
Non-resident Students - above fees plus ......$265 per unit
International Students - above fees plus ......$265 per unit
*Approved by vote of students.
**All student parking permits must be visibly displayed so that the date, year and color of the permit can easily be seen. The permit must be displayed through the front windshield, attached to the window. Permits shall not be displayed through window tinting. Lost or stolen parking permits must be replaced at the vehicle owner’s expense. The parking permit is static cling and may be transferred to multiple vehicles.

HOW TO MAKE A PAYMENT
Grossmont College accepts payment by check, money order, Visa, MasterCard, Discover and American Express. Checks are to be made payable to Grossmont College.

Check, Travelers Checks, or Money Order—Make sure your student identification number is written on your check or money order. Make payable to GCCCD or Grossmont College. Mail your check (for registration payments ONLY) to: Grossmont College Cashier’s Office 8800 Grossmont College Drive El Cajon, CA 92020-1799.

Credit Card—Payment can be made at the time of registration through WebAdvisor (www.grossmont.edu). We accept Visa, MasterCard, Discover and American Express.

Payment Plan—$25.00 per semester nonrefundable enrollment fee (ACH & credit/debit card). Easy online enrollment—log-in to WebAdvisor at www.gcccd.edu, click on Students’ menu. Flexible payment options available. No interest is charged; however, penalties will be applied for missed payments—$35.00 fee if a payment is returned. For more information, call the Cashiers Office at (619) 644-7660.

HEALTH FEE
The Health Services Office provides services to all enrolled students who have paid the Health Fee or have received a financially determined waiver for the Health Fee. Students whom depend exclusively upon prayer for healing according to the teaching of a bona fide religious sect, denomination or organization may petition for an exemption from the payment of the Health Fee.

The mandatory health fee provides accident insurance for the protection of any student who may experience an injury while participating in a college sponsored credit or non-credit class, or other activity. The sponsored class or activity must be during a directly supervised, on-campus or school-related activity. The supervision of the sponsored class or activity must be by a member of the college staff at a college approved co-curricular activity or event. Insurance deductibles range from $50 to $100. Student Insurance is secondary to any group, blanket franchise, group practice, individual practice or other pre-payment coverage; the claim must be filed with primary insurance first. Health Services information, accident/illness report forms and insurance claim forms and referrals for care can be obtained in Health Service, Building 60 – Room 130 (Inside Griffin Center) or by calling 619 644-7192 or the Health Services website www.grossmont.edu/health-services/.

Note: Students whom depend exclusively upon prayer for healing according to the teaching of a bona fide religious sect, denomination or organization may petition for an exemption from the health fee by submitting a written request to the Office of Student Affairs. Waiver forms may be obtained in Admissions and Records, Student Affairs Office and Student Health Services. Requests for exemptions will be reviewed by the Dean of Admissions and Records and the Dean of Student Affairs.
FEE WAIVERS AND FEE EXEMPTIONS
The California College Promise Grant (formerly called the Board of Governors Fee Waiver) helps low income students pay the enrollment fee and the parking fee in excess of $20.00. This aid does not have to be repaid. Eligibility requirements are available at www.grossmont.edu/fa/feewaivers or in the Financial Aid Office.

You must submit your FAFSA (Free Application for Federal Student Aid), California Dream Act application or the California College Promise Grant application every award year to be considered for this program. You must also make satisfactory academic progress as outlined in the College catalog and be approved by the Financial Aid Office.

STUDENT REPRESENTATION FEE
A $2 fee per semester is collected to provide funds for the support of governmental affairs representatives who are students, staff and faculty for stating their positions and viewpoints before city, county and district governments, and before offices and agencies of the state government. The Associated Students of Grossmont College is the sponsoring campus entity.

STUDENT REPRESENTATION FEE WAIVER
A student may, for religious, political, financial or moral reasons, choose not to pay the Student Representation Fee by directly contacting the Office of Student Affairs by calling (619) 644-7600. The fee waiver request must be obtained and submitted before the final drop deadline for the current semester to the Cashier’s Office to be processed. (See calendar inside front cover.)

REFUND INFORMATION
Refunds made by, check, ACH or the payment plan can be processed after two weeks from the day received. Cash refunds will be refunded by the limit set by the College Cashier. You must have a valid government ID in order to receive a cash refund. Districtwide refunds will be processed throughout the semester. Credit card refunds will be credited back to the credit card account or, if you paid by cash or check, a check will be mailed to the student. Don’t want to wait for a check in the mail? Sign up for direct deposit or bank mobile. Expedite your credit card refund by calling the Cashier’s Office at 619-644-7600. Payment plan refunds are sent from a third party and cannot be credited back to that account. Payment plan refunds will be issued by cash or a check will be mailed out to the student. Refunds are only payable to the student and will not be given to any other individual.

REFUND SCHEDULES
Enrollment, Tuition, Health, and Class Fee Refunds
- For 4, 6 and 8 week summer class refund schedules see inside front cover.
- Other Short-Term Courses
To be eligible for a refund students are responsible to drop classes by the refund drop deadline. Classes dropped after the refund deadline either by student or instructor are not eligible for refund.
- Cash refunds are only payable to the student if paid by cash. There is a maximum cash refund limit set by the Cashier Offices.
- Credit Card Refund: After 2-day processing period, a refund can be processed and posted back to the credit card used.

For other student payments: Payment Plan, Wire Transfer, ACH, E-Check, Credit Card, etc. will be processed approximately the second week of the semester after the refund drop deadline. Monthly refunds will be issued until the end of the semester.

Refund checks will be issued to the address on record. Credit Card refunds will post to the credit card used. Credit Card refunds may also be initiated by calling the Cashier’s office or stopping by in person (619) 644-7660. **For faster refunds remember to sign up for cash card or Direct Deposit!** www.gcccd.edu/cashcard

PARKING PERMIT AND STUDENT BENEFIT CARD REFUNDS
The refund deadline dates for Parking Permit and Student Benefit Card are consistent with the refund deadline for your class(es). Note: You must physically present your parking permit to the College Cashier’s Office by the last day of the refund deadline. Student Benefit Card refunds are available only if the card has not been used. After two weeks refunds are done through Student Activities, 619-644-7603.

STUDENT LOAD
The maximum number of units in which you may enroll is 8. Overloads must be approved by a counselor. Overload requests can be made beginning the first day of classes and require a valid add code. Requests for excessive overloads will require an appointment with the Dean of Counseling. A copy of all college transcripts will be reviewed prior to the appointment.

IMPORTANT COURSE REPETITION CHANGES
The California Community College Board of Governors recently passed revisions to Title 5 regarding course repetition that took effect during the 2012 summer semester. Students will only be allowed to enroll in a course three times if they received a substandard grade (D, F, NP or NC) or withdrew from the class with a “W.” Students with extenuating circumstances may seek approval to enroll in a course for the fourth time through the petition process. These changes do not contain a grandfather clause so any student that has already taken a course the maximum number of times will no longer be able to take the same class within the Grossmont-Cuyamaca Community College District.

Course Repetition and Receiving Federal Aid
Students can only receive financial aid for up to one (1) repeat of any course with a passing grade (A, B, C, D, and P grades are considered passing for financial aid purposes).
GRADES
When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course, and the determination of the student’s grade by the instructor in the absence of mistakes, fraud, bad faith or incompetency, shall be final. (Section 76224a California Education Code.)
Grades will be available through WebAdvisor at www.grossmont.edu.

CLASS ATTENDANCE
It is important to attend the first meeting of all classes. If students are unable to do so, the instructor should be notified. Failure to attend the first class may result in the student being dropped from the class.
Regular attendance is expected of every student. A student may be dropped from class due to poor attendance when, in the judgement of the instructor, the student cannot benefit from further instruction. The student who has been absent due to illness or medical treatment should inform the instructor as to the cause of absence.

HOW DO I CHANGE MY CLASSES
Adds and drops can be processed through WebAdvisor (www.grossmont.edu) during the following hours AFTER your assigned registration time.
Monday - Saturday 7:00 a.m. - 10:00 p.m.
Not available on holidays—see Summer 2020 calendar—inside front cover.

STEPS TO ADD CLASS(ES):
• If the class is open, you may add through WebAdvisor up to the first day the class meets.
• Once the class begins obtain “add code / authorization code” from the instructor and register through WebAdvisor.
• Once your “add code / authorization code” expires, you must obtain the instructor’s signature on a Program Change Card and go to the Admissions Office.
Students who are not officially enrolled will not be allowed to attend class.

STEPS TO DROP CLASS(ES)
Classes can be dropped through WebAdvisor (www.grossmont.edu) prior to the drop deadline for your class.
It is the student’s responsibility to officially drop courses they are no longer attending. If a course is not officially dropped, you may receive an “F” for the course.
TO REGISTER ON THE INTERNET
- Your time to register is on your Registration Information e-mail. You can use WebAdvisor to register ONLY AT OR AFTER YOUR ASSIGNED REGISTRATION TIME.
- Sign on at www.grossmont.edu and click on the WebAdvisor link.
- You will need to know the semester you are registering for, your student ID and password, the college and the section number(s) of the class(es) for which you wish to enroll.
- Click on the registration option and follow the directions.
- You may add or drop classes, add your name to a Priority Wait List, purchase parking and benefit cards, pay your registration fees, view and print your schedule, change your address, and view and print grades.
- For step-by-step instructions, please refer to the next page.

REGISTRATION DATES AND HOURS
WebAdvisor availability:  
May 11, 2020 – June 22, 2020  
Monday - Sunday 7:00 a.m. - 10:00 p.m.
Not available on holidays

GENERAL INFORMATION
- Priority registration - Please refer to the college web site for priority registration information.
- Time conflicts are not allowed! You may not register for any section that meets at the same time as another section you have selected.
- You may not enroll in two sections of the same subject. For example, you may not enroll in two sections of ART 120.
- The maximum number of units you may enroll in for summer is eight (8). To add additional units, you must obtain a counselor’s signature on an overload clearance card. This card, along with an add card, should be submitted to the Admissions and Records office during regular office hours.
- You may register for classes at both Grossmont College and/or Cuyamaca College through WebAdvisor (providing one of the college(s) has a current application on file).

COURSE PREREQUISITES
Course prerequisites will be checked. Please check the course description in the college catalog for course prerequisites. If an assessment test is required, check the list of test dates on the assessment web site at www.grossmont.edu/assessment. If you believe you have met the prerequisite, visit our web site at www.grossmont.edu and click on Help For Students then scroll to Prerequisite Clearance. If the prerequisite has not been met, an alternate course should be selected.

WAIT LIST
The Wait Lists for all classes will begin the instant classes close due to full enrollment. If seats become available, students on Wait Lists will be automatically enrolled and notified if successfully added to a class from the Wait List. More information will be posted on our web site www.grossmont.edu.
You may either be enrolled in a class or be on the Wait List, but not both. For example, if you are enrolled in MATH 110, you cannot be on a Wait List for another section of MATH 110. Remember, there is no guarantee you will be able to enroll in any Wait List classes. If you place yourself on a wait list, you MUST attend the first class meeting. WebAdvisor will tell you your position on the wait list.

UPDATING YOUR RECORDS
- What is my User’s ID? User ID is your first name, a period and your last name (firstname.lastname); and is case sensitive. Your user ID may contain numbers. Go to the WebAdvisor webpage and select “What is my user ID?” from the Student Menu. Provide the required information to obtain your user ID.
- What is my Colleague ID? Colleague ID is a unique 7 digit student identification number assigned to you by the college (replaces social security number as ID).
- What is my Password? The initial Password is your PIN (birth date – MMDDYY). Upon first login you will be required to choose a NEW password (must be 6-9 characters, using both letters and numbers, is case sensitive).
- Address and E-Mail Changes: Login to WebAdvisor, click Students, click Address Change and update your information. We will be corresponding to you via e-mail regarding registration information, class change notifications and other important messages; therefore, it is important that your e-mail is correct. Please make sure you have the college domain (gcccd.edu) on your Safe Sender list.
- Academic Program (Major Code): You may update your Academic Program (major) by submitting a Major Change Form to the Admissions and Records Office.

Get your ID cards at the Admissions and Records Office.
WEB REGISTRATION INSTRUCTIONS

How to Sign In:

Click on Log In & follow the steps

Type in your user ID. Your user ID is your firstname.lastname *All lowercase*

Type in your password. The first time you log in your password is your birthdate in (MMDDYY). You will then be prompted to change your password.
Your 6 digit DOB (MMDDYY)

Your new password must be 6 to 9 characters in length and include both letters and numbers.

Click on Student

Click Search, Plan & Register
How to Register:

Click on **Academics** and **Districtwide Course List** to get to **Advanced Search**. “Similar to Search Class Schedule via Web”
OR Search by subject:

Plan & Schedule:

You may use Filter Results to narrow down your search.

Select View Available Sections.
Scroll through the available sections and find the best fit for your schedule.

Once you have selected a section, a window will open with course information on the section you selected.

If you would like to schedule this course, select Add Section. If not, select Close and repeat the previous steps until you have selected the course you want to schedule.
Selecting **Add Section** in the previous step only adds the course as a planned course. In order to complete the **Registration Process**, you must select **Plan and Schedule** from the Student Planning drop down at the top of the screen.

The course you previously planned should appear. If you are satisfied with this course, select **Register**.

If you have more than one course planned and you would like to schedule them all at one time, select **Register ALL Scheduled Courses**.

Registered courses will appear in green.
Registering Using Add Authorization:

In order to complete the **Registration Process Using Add Authorization**, you must select **Plan and Schedule** under **Student Planning & Registration**.

**ONLINE REGISTRATION**

After the Course has started, this popup will appear: "Please See Instructor For Add Authorization."

The course you previously planned should appear. If you are satisfied with this course, select **Register**.

If you type something into the text box. It will give you an error message. The **Add Authorization** is not a code, but access to be into the desired section that is only given by the instructor.
Registered courses will appear in green.

Once the **Add Deadline** has passed. You will get an error message saying “Late Add Petition Needed – A&R.” This error message means you have to petition to register for the desired class, please see A&R at Building 10 or call (619) 644 – 7186.

If you do not have an add authorization, here is an example email to send to your instructors for an add authorization.

**Dear Professor’s Name,**

My name is **<Your Name>** and my student ID is **<Your ID Number>**. I am interested in attending your **<Class & Section Number>**. Would I please be able to get add authorization to your **<Class & Section Number>** via Self Service? This will allow me to register for your section.

Thank you for your time,

**<Your Name>**

Once you have been given Add Authorization by the instructor, under the section it will read, “**Authorized for Add**.” Click **Register** for the desired class.

ONLINE REGISTRATION
How to drop a section:

If you decide to drop a course prior to the semester start date, select Drop.

Click Update to proceed with Drop.

After you Drop the course in Self-Service, it is placed back as a planned course. To remove it from planned, click the X.
How to pay your fees:

- Click on the down arrow and choose a Payment Method
- Click on the Proceed to Payment button
THE “ADD CODE/AUTHORIZATION CODE” PROCESS

The last day to use the ADD CODE/AUTHORIZATION CODE will vary by class. You must add the class by the “USE BY” date printed on the ADD CODE/AUTHORIZATION CODE label. Once the ADD CODE/AUTHORIZATION CODE has expired, you must get the instructor’s signature on an Add/Drop card.

The ADD CODE/AUTHORIZATION CODE is for your use only. If you share this code with someone who uses it first, you will not be permitted to enroll in the class unless the instructor assigns another ADD CODE/AUTHORIZATION CODE to you.

This code will not override course prerequisites! You will not be permitted to add the class until course prerequisites are cleared at the Counseling Center.

You will need to provide the ADD CODE/AUTHORIZATION CODE when you use WebAdvisor. Once the ADD CODE/AUTHORIZATION CODE is entered, the class should be added.

Payment for added classes is expected at time of registration.

A Class and Fee Statement will NOT be mailed. You may print a list of your classes on WebAdvisor (use the “View/Print Schedule” link).

TO DROP A CLASS
You may drop a class using WebAdvisor.

You must complete the drop before the drop deadline for the class. To be eligible for a refund, you must drop the class before the refund deadline.

A refund check will be mailed to you or you may contact the College Cashier’s Office. Refunds do not carry over to future semesters.

NEW STUDENT CHECK LIST
1. SUBMIT AN APPLICATION
Submit an admissions application
Visit Grossmont.edu and click “Apply/Find Classes”

2. GROSSMONT-CUYAMACA PROMISE
Grossmont-Cuyamaca Promise provides two-years of free tuition to first-time college students who meet the requirements. To learn more go to MyCollegePromise.net

3. COMPLETE ONLINE ORIENTATION
   • Log into WebAdvisor
   • Click on “Students”
   • Under Orientation/Assess/Advising, Click
   Step 1 - Online Orientation

4. RECEIVE PLACEMENT/ASSESSMENT
   Determine your placement level in Math and English, or ESL.
   • Use the online guided self-placement questionnaire
   • Log into WebAdvisor
   • Click on “Students”
   • Under Orientation/Assess/Advising, Click
   Step 2 - Assessment/Placement Questionnaire
   The questionnaire will determine if English language learners will need to take the ESL Assessment.
   • If the ESL Assessment is needed, register to one of our scheduled ESL assessment sessions through WebAdvisor or call the Assessment Center at (619) 644-7200.

5. APPLY FOR FINANCIAL AID OR CALIFORNIA DREAM ACT
   Free application for Federal Student Aid (FAFSA): studentaid.ed.gov
   California Dream Act Application is for undocumented students: dream.csac.ca.gov

6. CREATE AN ABBREVIATED EDUCATION PLAN
   This is a one semester plan with recommended courses to take based on student’s educational goals.
   You have two options to complete this step:
   Option 1 (Online)
   • Log into WebAdvisor
   • Click on “Students”
   • Under Orientation/Assess/Advising, Click
   Step 3 - Online Advising
   Note: In order to complete this step, you must have completed the online Assessment/Placement Questionnaire.
   Option 2 (In person at Grossmont College)
   Attend a MINI session at the counseling center located in Building 10.

7. REGISTER AND PAY FOR CLASSES
You will be able to view your registration date/time and register for classes through WebAdvisor under the “Registration” menu. You can pay on WebAdvisor or Cashier’s office located in Building 10.
OTHER STEPS TO CONSIDER
Grad Guru – Download Grad Guru app (iOS/Android) to keep deadlines and school events organized
Request College Transcripts/Advanced Placement (AP) Test scores
Official AP Test scores and college transcripts from all colleges and universities previously attended must be requested and submitted to the Admissions and Records office.
Clear course pre-requisites online: Grossmont.edu
  • Select Quick Links in the header
  • Click on “Pre-requisite Clearance Form Information”
  • Click on Placement/Prerequisite Clearance Form (left hand side)

ENGLISH AND MATH PLACEMENT
Grossmont College students will no longer need to take the Accuplacer English and math assessment test for placement into English and math classes due to AB705.

Please refer below for the multiple ways in which a student can receive English and math placement:

HIGH SCHOOL GPA
The State of California has passed a new law (AB705) which provides students access to complete transfer level courses in English and math in one year. High school GPA will be the primary factor in determining placement. An online questionnaire will be available to provide placement for English and math classes.

Beginning on March, 1, 2019, please access the online guided self-placement questionnaire by following the directions listed below:
Log into WebAdvisor
Click on “Students”
Under Orientation/Assess/Advising,
Click “Step 2-Assessment/Placement Questionnaire”

COURSE FROM ANOTHER COLLEGE
If an English or math class has been completed from another college or university within the United States, students can submit the appropriate documentation through the prerequisite clearance online form for possible English and math placement.

ADVANCED PLACEMENT (AP) EXAM
If an AP exam has been passed with a score of 3 or higher in the following classes: English Language and Composition, English Literature and Composition, Calculus BC/AB subscore, or Statistics, students can submit the appropriate documentation through the prerequisite clearance online form for possible English and math placement.

ESL PLACEMENT
Students planning to take English as a Second Language (ESL) classes will take Grossmont College’s ESL Assessment to determine the most appropriate starting level. To make an appointment for the ESL Assessment or to ask any questions, please call the Assessment Center at (619) 644-7200 or visit our front desk in Building 10 at Grossmont College

WORLD LANGUAGE AND CHEMISTRY 141 TESTS
The Assessment Center also provides various tests for placement into World Language courses. These tests are available to take once a semester for students who are not currently enrolled into a World Language course. A chemistry test for placement into Chemistry 141 is also available for students to take. This test can only be taken once and will not be available to students who have already enrolled into Chemistry 120.

INSTITUTIONAL ESL ASSESSMENT FOR INTERNATIONAL STUDENTS
Grossmont College offers an Institutional ESL Assessment. The minimum placement score is ESL 105 for admission purposes. The ESL placement score is valid for one year and ESL Assessment can be taken once per application period. For more information, test dates, and to register, please click here: Institutional ESL Assessment Registration Form. Please register early to save your space. Results will be available within 3-4 business days. This is a free ESL assessment.

CONTINUING STUDENTS
Continuing students are encouraged to take advantage of the available counseling services. Pre-set appointments will be available throughout the year. In selecting courses, students should consult the Grossmont College catalog for prerequisites, corequisites, advisories on recommended preparation and course descriptions.

Information regarding degree and certificate programs is available in the Counseling Center and online at www.grossmont.edu

READMIT STUDENTS/TRANSFER-IN STUDENTS
You are encouraged to take advantage of the available counseling services. If you have completed an English and/or math course previously at Grossmont or at another college, you may be excused from the assessment process. In selecting courses, students should consult the current Grossmont College catalog for prerequisites, corequisites, advisories on recommended preparation and course descriptions.

Information regarding degree and certificate programs is available in the Counseling Center and online at www.grossmont.edu.
STUDENTS WITH DEGREES
You are required to meet all class prerequisites and corequisites listed in the current college catalog. Prerequisites may include a class and/or assessment. If you have completed an equivalent course, you may be excused from meeting that specific course requirement. You are encouraged to contact the Counseling Center for more information at (619) 644-7208.

ADULT RENTRY STUDENTS
The Adult Reentry Center provides adults the opportunity to experience a higher degree of personal, vocational and academic self-fulfillment within the supportive environment of Grossmont College. The re-entry person is one who has been away from the formal educational setting for a period of time.

Activities include re-entry peer panel to discuss managing school, family and/or career, academic advising, assistance with admissions, registration procedures, English/math assessment (optional), financial aid and other available services offered on campus. Register for this workshop by phone at (619) 644-7697.

The following courses are recommended to help re-entry students succeed with their transition into college.

COUN 110 ......................... Career Decision-Making
COUN 120 ......................... College and Career Success
COUN 130 ......................... Study Skills and Time Management
ENGL 061 ........................ College Writing Skills I
ENGL 062 ........................ College Writing Skills II
FS 110 ................................... Life Management
IDS 198 .................................. Supervised Tutoring

INTERNATIONAL STUDENT PROGRAM
International students who have received an I-20 form from Grossmont College Admissions Office and have F-1 status are expected to meet the assessment, orientation and registration requirements in their admission letter.

All International F-1 visa students must be full-time (12 units minimum each fall and spring semester) and maintain a minimum grade point average (GPA) of 2.0 to remain in status with Immigration.

AUDITING PROCEDURES
Audit enrollment will not be permitted until students have completed the allowable number of repeats in practice or performance courses. Priority class enrollments are given to students desiring to take the course for credit. No student will be permitted to enroll for audit purposes until Monday of the third week of instruction.

Audit enrollment will be based on “seats available” and will not be used to count toward minimum enrollment requirements. If a class closes after an auditor has been admitted, the auditor may be asked to leave to make room for the credit students. Instructor discretion is strongly recommended.

Permission to audit a class is done at the discretion of the instructor and with the instructor’s signed permission. Appropriate forms and procedures are available in the Admissions and Records Office.

No credit will be received for auditing a course. The college will not maintain any attendance or academic records for a student that audits a course.

LOWER DIVISION COURSE EQUIVALENCIES
FOR UC, CSU and Independent/Private Universities and Colleges
Students who are interested in satisfying certain lower division course requirements in the major or in general education can complete equivalent courses at Grossmont College. In addition to articulated equivalent courses, it is important to know that the vast majority of courses completed at Grossmont College transfer as fulfilling requirements for majors or as elective units. For additional assistance, visit the Grossmont College Articulation web site: www.grossmont.edu/articulation.

All official articulation for the CSU (California State University) and UC (University of California) systems is available at www.assist.org. This site is readily available via the Grossmont College Articulation Web Site.

It is important to use these tools along with the assistance from counselors at Grossmont College.

ZERO TEXTBOOK COST
Zero Textbook Cost sections, designated as “ZTC” in the class schedule, do not require students to purchase a textbook. These sections may have recommended (but not required) books, or may use free, openly licensed teaching and learning resources, such as Open Educational Resources (OER). ZTC sections may have a material fee such as lab supplies, calculator, test forms, etc. but no conventional textbook fees.

OPEN EDUCATIONAL RESOURCES (OER)
Open Educational Resources (OER) are teaching, learning, and research resources that reside in the public domain or have been released under an open license. OER are legally available and free of cost to students. Class sections using OER with no textbook costs are designated as “ZTC” in the class schedule.
It is extremely important to clear your prerequisites from coursework taken at colleges outside the Grossmont-Cuyamaca Community College District before your registration date! Please check to see if your class has a prerequisite. Prerequisites must be cleared prior to enrollment. Plan ahead and take care of this as early as possible to avoid waiting in long lines and possible delays to your enrollment in important classes.

Prerequisites **ARE NOT** cleared automatically.
Requests to clear any prerequisite **MUST be initiated by the student.**

Please visit the prerequisite clearance website at [www.grossmont.edu/assessment/prerequisite](http://www.grossmont.edu/assessment/prerequisite) and navigate to the appropriate department(s) for instructions on how to clear a specific course prerequisite. Required prerequisites are posted in the college catalog and available online.

<table>
<thead>
<tr>
<th>Administration of Justice</th>
<th>Geology</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Sign Language</td>
<td>Health Education</td>
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<tr>
<td>Anthropology</td>
<td>Health Sciences</td>
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<tr>
<td>Art</td>
<td>Mathematics</td>
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<td>Astronomy</td>
<td>Media Communication</td>
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<td>Biology</td>
<td>Multimedia</td>
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<td>Business</td>
<td>Music</td>
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<td>Business Office Technology</td>
<td>Nursing</td>
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<td>Cardiovascular Technology</td>
<td>Occupational Therapy Assistant</td>
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<tr>
<td>Chemistry</td>
<td>Oceanography</td>
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<tr>
<td>Child Development</td>
<td>Orthopedic Technology</td>
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<td>Communication</td>
<td>Photography</td>
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<td>Computer Science</td>
<td>Physical Science</td>
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<td>Culinary Arts</td>
<td>Physics</td>
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<td>Economics</td>
<td>Psychology</td>
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<tr>
<td>English</td>
<td>Respiratory Therapy</td>
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<tr>
<td>English as a Second Language</td>
<td>Sociology</td>
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<tr>
<td>Exercise Science &amp; Wellness</td>
<td>Theatre Arts</td>
</tr>
<tr>
<td>Geography</td>
<td>World Languages <em>(formerly Foreign Languages)</em></td>
</tr>
</tbody>
</table>
# HOW TO READ COURSE OFFERINGS

Symbols at the bottom of each page indicate G.E. courses, prerequisites, nondegree credit courses, etc. See legend at the bottom of each page.

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Course Number</th>
<th>Title</th>
<th>Room Number</th>
<th>Instructor</th>
<th>Unit Value</th>
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<tbody>
<tr>
<td>ENGL</td>
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<td>COLLEGE COMPOSITION</td>
<td>1234</td>
<td>M.Donnelly</td>
<td>3.0</td>
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<td>12:00PM-1:50 MTWTH</td>
<td>51-584</td>
<td></td>
<td></td>
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<tr>
<td>BIO</td>
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<td>ENVIRONMENTAL BIOLOGY</td>
<td>5678</td>
<td>M.Golden</td>
<td>4.0</td>
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<td>Some weekend field studies may be held</td>
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<td>8:00AM-9:50 MTWTH</td>
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<tr>
<td></td>
<td></td>
<td>10:00AM-11:50 MTWTH</td>
<td>36-325B</td>
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<td></td>
</tr>
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</table>

Section Number - this is the number used to register for classes

Time & day of class - all times and days listed under a section number apply to that specific section of a course

Bold color indicates an evening class

Notes that apply to all sections of a course