ALLAN HANCOCK COLLEGE
Start here. Go anywhere.

COLLEGE NOW! SUMMER 2020
ADMISSION AND REGISTRATION

APPLYING FOR ADMISSION

Complete an **admission application** online at:

Students will <u>need</u> to know the following:
- Their valid personal email address
- Social security number (if applicable)
- Permanent address (if applicable)
- Residential status incl. alien registration number, its issue and expiration dates (if applicable)

Students <u>will</u>:
- Create OpenCCC account
- Receive an AHC Student ID number via email
- Receive AHC user name and log-in instructions to myHancock portal via email

COMPLETING PAPERWORK

- College Now! Petition for Enrollment
- Unofficial High School Transcript
- College Now! Appeal (if applicable)
- Pre-Requisite Appeal (if applicable)

SIGNING FORMS

- Forms can be signed digitally using Adobe
- Forms can be printed, filled-out, and scanned with Adobe Scan or other app
- If above options are not available, filled-out forms must be emailed to SCHOOL COUNSELOR from students' HIGH SCHOOL EMAIL address with **a message from student AND parent that it is approved – THIS OPTION IS ONLY VALID DURING "SHELTER IN PLACE" ORDER**
- Approved high school counselors will email your form and transcript to AHC

REGISTERING FOR A CLASS ONLINE

As part of college experience, students **register** for their classes **online**:
- Set up myHancock portal and email
- Log into myHancock portal
- Click on "Registration Add/Drop"
- Complete VTEA survey
- Enter the correct CRN for each class
- Click **Submit** and **Complete Registration**
- Pay fees