

STUDENT CHECK LIST FOR ENROLLMENT & REGISTRATION

STUDENT SERVICES-ADMISSIONS

- Submit an application either on paper or online at www.cccti.edu
- Request an official high school, G.E.D., or Adult High School Diploma with your graduation date. You may use the "Transcript Request Form" found in Student Services.
- If you have previous college credit at another college or university, request an official transcript using the "Transcript Request Form".
- Complete placement testing (Caldwell Campus 828-726-2719 or Watauga Campus 828-297-3811) and review test scores with a counselor/advisor or review SAT/ACT scores to determine possible testing exemptions.

REGISTRATION

- Meet with your advisor. This person is typically assigned approximately two weeks after your application is received. You must obtain the advisors signature on your registration form.
- Present your signed registration form to Student Services on you specified date and time to be registered into your selected classes.

PICK UP SCHEDULE & PAY FEES – BUSINESS OFFICE

- Pick up your schedule that shows your classes and locations.
- Check your schedule for accuracy.
- Pay your tuition and fees by the published deadline. Failure to pay fees on time will result in the deletion of your registered classes. If this happens; you will have to re-register on another date. You may pay your fees by cash, check, money order, Master Card, or Visa.

ID BADGE AND PARKING HANG-TAG

- Present your current class schedule and have your ID made at the designated locations.
- Register your vehicle and receive a hang-tag parking permit at the F-Bldg or in Student Services on the Watauga Campus. Present your student ID or printed class schedule to register your car.

BOOKS & SUPPLIES – BOOKSTORE

Purchase books and any additional supplies at the Bookstore. Bring your printed class schedule in order to locate the correct books for your courses.

START CLASSES

Student Service	
Caldwell Campus	Watauga Campus
828-726-2200	828-297-2185