

WE HAVE CONVENIENT REGISTRATION WAYS AND TIMES TO SERVE YOU

WINTERTERM AND SPRING CREDIT REGISTRATION

Winterterm Registration

November 22 – December 18
Current Students

November 28 – December 18
New Students

Spring 2012 Registration (On Campus Registration)

November 22 – January 14
Current Students
(Student who were enrolled Spring 2011,
Summer 2011 or Fall 2011)

November 28 – January 14
New Students
(New and Returning Students who have
not been registered in the past year)

Monday – Thursday: 8:30 AM – 6:30 PM
Friday: 8:00 AM – 3:30 PM and Saturday: 8:00 AM – 12:00 PM

Note: Monday, January 9th all offices will be closed until 2:00 PM for Staff Development.

January 10, 11 and 12
9:00 AM – 7:00 PM

January 13
9:00 AM - 1:30 PM

January 14
9:00 AM – 2:00 PM

Please bring all test scores/transcripts from previous colleges attended to advisement/registration.

NOTE: Nursing and some health-related programs have specific dates/times for registration.
Please see the Health Occupations Admissions Office for more details. <http://www.elcentrocollege.edu/Programs/healthlegalstudies/index.asp>

ADD/DROP PERIOD

(limited to open classes that have not met for the first time)

January 17 – 18, 9:00 AM – 7:00 PM

eCONNECT REGISTRATION

eConnect registration is DCCCD's online registration which is available 24 hours a day except during the routine maintenance. Current students who are eligible may register beginning Tuesday, November 22, 2011 through Monday, January 16, 2012. New Students who are eligible may register Monday, November 28 through Monday, January 16, 2012.

TUITION/RESIDENCY

Please note the different tuition rates listed online under tuition schedule. They are categorized according to your physical residence at the time of your admission to El Centro College. Any changes to your residency status must be made in the Admission Office prior to the 12th class day to the Fall and Spring semesters including petitions for reciprocal tuition agreements. Conclusive documented proof must be provided prior to the 12th class day in order to reclassify your resident status for tuition purposes.

ADD/DROP, SCHEDULE CHANGES

On January 17 and 18, from 9 AM to 7 PM, students may make schedule changes. January 18 is the last day for schedule changes. Students who have previously registered and wish to make schedule changes should bring their paid receipts during these hours.

IF YOU WANT TO DROP A COURSE

If you are unable to complete the course (or courses) for which you have registered, it is your responsibility to withdraw formally from the course (or courses). You need to speak with the course instructor and obtain his/her signature to drop the course. If the instructor is unavailable, the program coordinator, dean, counselor or advisor may sign the drop form. Failure to drop will result in a performance grade, usually a grade of "F." **For regular length semester courses, the last day to drop for Spring 2012 is Thursday, April 12. For flex term or shorter courses, please check your syllabus for your specific drop date.**

IF YOU WANT TO AUDIT A COURSE

Any student 18 years of age or older may register as an adult student. Tuition will be assessed as if the student were taking the course for credit. He/she will not take any of the examinations nor receive a grade for the course. Pick up the procedure for auditing a course from the Continuing Education Office (A260).

Important Drop Notice from the Admission and Advisement Offices El Centro College

(a member of the Dallas County Community College District): Effective 2007

To All New Dallas County Community College District Students

(Included Dual Credit, Early College and Collegiate High School)

Section 51.907 of the Texas Education Code applies to students who enroll in a Texas public institution of higher education for the first time in fall 2007 or later.

Based on this law, DCCCD or any other Texas Public institution of higher education may not permit a student to drop more than six courses during their entire undergraduate career. All courses dropped after the official drop and all period and add period for the course are included in the six-course limit, including courses dropped at another Texas public institution of higher education, unless it qualifies as an exception. Contact your college's counseling/admission office for further details related to exceptions.

Policies and procedures for implementation of this law will be developed and published as soon as the Texas Higher Education Coordinating Board finalized its rules associated with this statute. Students affected by this law who plan to attend another institution of higher education should become familiar with that institution's policies on dropping courses.