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Independence Day Holiday
July 4, 2019

Summer 2019 Grades available
August 8, 2019

Fall 2019 Semester begins
August 14, 2019

Sexual Misconduct & Title IX

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Admissions & Records

How to Apply & Enroll

Step 1: Apply for Admission and Identify an Educational Goal

We are currently accepting applications for Spring 2019 (late start classes) and Summer/Fall 2019.

- [Apply Online](#)
La solicitud disponible en línea le ofrece ayuda en español. Solo haga clic en el botón "Cambiar a Español".

New and returning students who have **not** taken a class within the San Mateo County Community College District for one or more years must complete the online admission application.

International Students who live outside of the U.S. and want to attend College of San Mateo please complete the [International Student Application](#).

International Students who want to transfer to College of San Mateo from another college or university, please complete the [International Student Application](#).

International Students who currently attend college in U.S. and have F1 visa but would like to take a class(es) at College of San Mateo, please complete application in [Open CCC Apply](#).

Distance Education Students: Distance Education students should contact [Assessment Services](#) for information on how to complete matriculation steps remotely.

High School Concurrent Enrollment Program
This program is for high school students who are considering taking college courses while still attending high school. Go to the [College Connection Concurrent Enrollment Program](#) website and follow the directions.

As part of completing the online admission application students identify an educational goal.

After you submit the online admission application:

- Print the confirmation page.
- Check your email (including the spam folder) for important information from CSM Admissions Office regarding your registration.
- Your email will include your student ID number and the next steps in the registration process.
- The email usually arrives within 1-2 hours of submitting the application, but may take up to one business day. Please note our Admissions and Records Office Hours of Operation. If you have not received the "Welcome to College of San Mateo" email, it may have gone to your email account's spam folder. Also, please make sure you fully submitted the application. After you submit the application, you are taken to a confirmation page, which provides a confirmation number. Print the confirmation page for your records. For technical assistance with the online application, please contact OpenCCC at (877) 247-4836 or support@openccc.net.

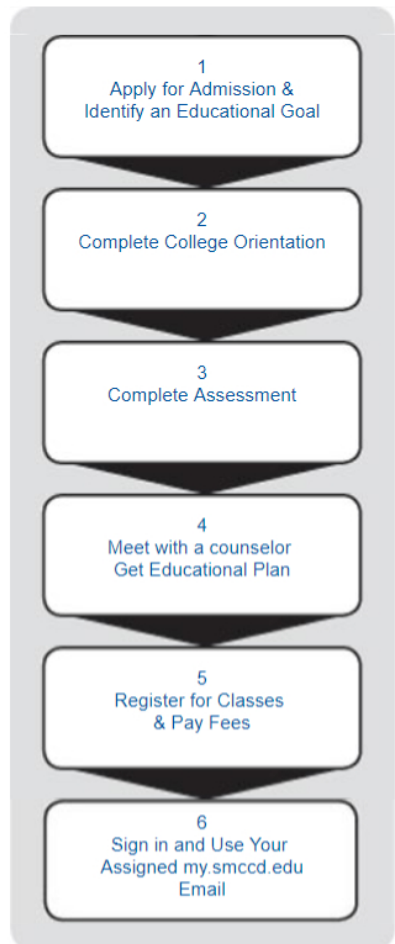
Your educational goal determines how you proceed after Step 1.

Complete Steps 2-6 if on your admission application you indicated you are taking courses to:

- Complete an associate degree or certificate program
- Complete your first two years of university work at CSM and then transfer to a university
- Are currently undecided and/or considering one of the above goals

PETER'S STORY

Step Forward: Priority Registration
Learn how the priority registration process helped these Community College students focus on their priorities and get on the right track to completing their education.



- Applying for financial aid

Or

Go directly to Step 5 if on your admission application you indicated you are taking courses to:

- Meet personal interests and personal enrichment, or to upgrade job skills
- Participate in the College Connection High School Concurrent Enrollment Program
- You are a student at another college or university and taking classes at CSM to meet the requirements of that institution
- You do not intend to use Counseling Services

You will receive a registration date after your admission application is processed.

Step 2: Complete College Orientation


Students can complete the college orientation by attending an in-person Welcome Orientation and Assessment Workshop (which covers both enrollment steps 2 and 3). Students can sign up for the workshop by contacting the Welcome Center or through their WebSMART account. The college orientation is also available online through [WebSMART](#).

Step 3: Complete Assessment

In order to register for Math, English or ESL courses, all students must complete Math and English or ESL Assessment.

For Math and English Assessment:

Option 1: [Welcome Workshop](#)

Option 2: [English & Math Assessment Form](#) 

For ESL Assessment:

Computerized testing for English as a Second Language (ESL)

To schedule an assessment appointment, log into your [WebSMART](#) account. The user ID is your G number and the password is your 6-digit birth date (MMDDYY). Click on "Student Services and Student Appointments."

- You must present a photo ID
- There is no fee for testing
- [Assessment Services](#) is located in College Center Building 10, Third Floor, Room 370

For students who have completed a Math or English course:

If you have already successfully completed English and/or math courses at another college or university within the United States and are planning to enroll in an English or math course (or a course that has an English or math prerequisite), then your previous coursework must be approved. Visit collegeofsanmateo.edu/prerequisites for more information on how to complete the Prerequisite Equivalency form.

Step 4: Meet with a College Counselor and Get Your First Semester Educational Plan

Meet with a college counselor to review your educational interests and goals. The counselor will create with you a 1 or 2 semester abbreviated Student Educational Plan (SEP) to help you get started for your first semester. Please return within your first semester to complete a comprehensive SEP, which will let you know all of the courses that are needed to meet your goal. To make an appointment to meet with a counselor, please call [Counseling Services](#) at (650) 574-6400 or drop by.

Step 5: Register for Classes and Pay Fees

- Register for classes. Instructions on how to register can be found on the [Register for Classes](#) web page.
- Pay for all enrollment fees
- Print a schedule summary of this transaction
- You can also order textbooks online in [WebSMART](#) under registration

Step 6: Sign in and Use Your Assigned my.smccd.edu Email

Your [my.smccd.edu](#) email account is how the college communicates with all students. All college communications are sent to your [my.smccd.edu](#) email address.

Only through your [my.smccd.edu](#) email address do you receive important information from your professors and the college. It is essential that you make it a practice to check your [my.smccd.edu](#) email regularly.

Additional Information

- [Admissions & Records hours of operation](#)
- [Registration dates and times](#)
- [Register for Classes](#)

