1- Apply to Mt. SAC
Complete and submit a Mt. SAC Admissions Application.
Online: www.mtsac.edu/apply.
Computers are available in the Student Services Center (98) for your convenience. For further information, contact the Admissions Office.
Online: www.mtsac.edu/admissions
Call: (909) 274-4415
In person: Admissions Office (Bldg. 98, Student Services Center)

2- Apply for Financial Aid
Apply right away for financial aid at https://fafsa.ed.gov or if you are a DREAMer at https://dream.csac.ca.gov. Eligibility for the CA Promise Grant formerly known as the Board of Governors Fee Waiver (BOGW) is determined through the FAFSA or the California Dream Act for DREAMers.

3- Complete the Assessment Process
All Mt. SAC students are required to participate in assessment for course placement in English, reading and math. Please go to www.mtsac.edu/aq to complete the Assessment Questionnaire (AQ). You can go to the Assessment Center for assistance in completing the AQ. Upon completion, you will be given your course placement or will be advised on your next step in the assessment process. For an explanation of your course placement, complete step 5 or visit the Counseling Center.
Online: www.mtsac.edu/assessment
Call: (909) 274-4265
In person: Assessment Center (Bldg. 9B, Student Services Center)

4- New Student Orientation
Complete the New Student Orientation online. To access the online orientation, go to your Mt. SAC Portal at https://inside.mtsac.edu and click the “Student Success” tab. To schedule an orientation appointment, contact the following.
Online: www.mtsac.edu/counseling
Call: (909) 274-4380
In person: Counseling Department (Bldg. 9B, 2nd floor, Student Services)

5- Counseling
Attend a Mountie Academic Planning (MAP) workshop. At the MAP workshop, a counselor will help you develop your first-semester course schedule. Based on your assessment questionnaire (AQ) recommendations, a counselor will assist you in selecting the appropriate English, math, reading, general, and major courses. The workshop will also cover information on how to register for courses.
Online: www.mtsac.edu/map
Call: (909) 274-4380
In person: Counseling Depart. (Bldg. 9B, 2nd floor, Student Services)

6- Register
Check for your registration date and time on your student portal at: https://inside.mtsac.edu. Login using your username and password. Register for classes online, on or after your assigned registration date and time.
Prepare a tentative class schedule and take note of the (CRN) Course Reference Number. Check for course prerequisites and corequisites.

7- Pay Fees
Payment is due upon registration. You can pay your fees online through your student portal: https://inside.mtsac.edu/student tab, link #25 Pay Fees, or in person at the Cashier’s Office, formerly known as Bursar’s by mail or through drop box. For information regarding fee payment options and payment policies, please visit the Cashier’s Office website.
Online: http://www.mtsac.edu/cashier
Call: (909) 274-4960
In person: Cashier’s Office (Lower-level, Bldg. 4)

SacBookRac (Bldg. 9A)
PHONE 909.274.4475

Student Services Center (Bldg. 9B)
LEVEL PHONE
Accessibility Resource Center for Students (ACCESS) Lower 909.274.4290
Admissions & Records Lower 909.274.4415
Assessment/Placement Test Lower 909.274.4265
CalWORKs Lower 909.274.4795
Career & Transfer Services Upper 909.274.4510
Counseling Upper 909.274.4380
Extended Opportunity Program & Services (EOPS) Lower 909.274.4500
Financial Aid Upper 909.274.4450
High School Outreach (HSD) & Info. Counter Lower 909.274.5900

Student Success Center (Bldg. 9E)
Veterans Resource Center 1st Floor 909.274.4520
Accessible Technology Center 1st Floor 909.274.5679
Bridge Program 2nd Floor 909.274.5962
Student Health Services Annex 2nd Floor 909.274.4400
TRIO Programs (ACES and Upward Bound) 3rd Floor 909.274.4411

Mt. San Antonio College
1100 N. Brand Avenue
Walnut, CA 91789
(909) 274-7500
www.mtsac.edu

**Before classes begin - wait list**
A limited number of students can place themselves on a wait list if the classes are full at registration. Getting on a wait list does not enroll the students in a class. It allows students to potentially add a course at a later date (if space is available). If spaces become available, students will be notified via their campus e-mail addresses. Students have about 72 hours from their initial e-mail notification to add themselves to the course. Failure to do this on time will result in removal from the wait list.

**Once classes start**
Students who remain on the wait list must attend the first class meeting of the course(s) they wish to add. Take a printout of the Registration Appointment from the portal and show it to the instructor.

If seats are still available in the class, after the wait list has been exhausted, the instructor may add students based on their authorization code. A wait list is established after the waiting period. A student must drop the class online before enrolling in a course. A corequisite is a course that must be taken simultaneously in order to enroll in another course.

**Dropping a class**
A student must drop the class online at https://inside.mtsac.edu. It is the student’s responsibility to make sure classes are dropped according to established deadlines in order to potentially avoid fees and/or negative grades. It is important to print your registration to have a record/proof of the courses for which you officially registered. Go to your Student Portal and click on the Student Tab (Student/Schedule Receipt).

**Registration Information**
To ensure you get the best possible registration time, it’s important to complete all of the Registration Steps listed on the other side of this page. Check your student portal at https://inside.mtsac.edu for your assigned registration date/time by going to the Student tab. Students may not register before their assigned date and time.

**Parking Fees**
To purchase a Parking Permit online or in person, have ready the make, model and license plate number for each of your vehicles. Students who drive a motorcycle in addition to other vehicles should enter the motorcycle license plate number as the second vehicle.

**Online**
Parking Permits are available for purchase by credit card payment online. Log onto the Student Portal Student Tab #31 “Purchase a Parking Permit.” This will take you to the parking permit vendor’s website. Credentials Inc. will mail your parking permit within 7 to 10 business days. (Please note: you will have the option to print a temporary permit that will be valid for 10 days).

**In person**
Parking permits are also available for purchase by cash or check at the Cashier’s Office (formerly Bursar’s) (Bldg. 4 lower level).

**How to apply for financial aid and pay for classes**
Students may apply for aid by filing a Free Application for Federal Student Aid (FAFSA) at https://fafsa.ed.gov.

The California Promise Grant (formerly known as the Board of Governors Fee Waiver (BOGW)), is a fee waiver that covers enrollment costs for eligible students. Eligibility is based on your submitted FAFSA or California Dream Act application.

Are you a DREAMer? If you meet requirements for an AB 540 nonresident tuition exemption, you could be eligible for state and institutional aid by completing the CA Dream Act application. Apply online: https://dream.cscc.ca.gov/. Our Financial Aid staff can also assist you.

The Financial Aid Office is located on the upper level of the Student Services Center (Bldg. 9B). Phone: (909) 274-4450

**Alternate formats:** This brochure is available at www.mtsac.edu and in alternate formats (Braille, enlarged text, e-text, etc.). Contact Disabled Student Programs & Services (DSP&S) at (909) 274-4290.

Deaf & Hard of Hearing Services (DHHS) is located in Bldg. 20-Room 9. Video Phone is (909) 985-6834.