Priority Registration Information for Eastern Campus Students –
Wintersession/Spring 2010

Do you know your User Name and Password?
  . Typically, the username is the first four letters of your last name, the first
    initial of your first name and the last two digits of your social security number.
  . If you don't remember your password, go to my SCCC login and click on
    "Having Problems Logging In". Try answering the questions to fix the
    problem.
  . If you still cannot obtain a password, you can have it re-set in the Registrar's
    Office (Peconic 122) or in the Campus Activities Office (Peconic 119).

Do you know how to get your Transcript and SAIN?
  . In your student portal, print out a copy of your transcript and SAIN.
  . Verify that the courses that are on your transcript that count in your
    curriculum, are also on your SAIN.
  . You can access your student portal via any computer lab on campus.

Do you know how to locate your Program of Study?
  . Your program of study is listed in the college catalog and online at the
    following URL: http://www3.sunysuffolk.edu/Catalog/

Are you working and attending classes at the same time?
  . When deciding on the number of credits you want to register for, be mindful of
    the following:
    o If you are working more than 20 hours per week and must be full time,
      you may want to limit your credit load to 12 credits.
    o If you are working less than 20 hours, you may want to limit your credit
      load to 15 credits.

Are you currently on probation or taking developmental courses?
  . You will not be able to register online.
  . You will need to see a counselor before you will be able to register.
  . The Student Success Center is located in Peconic 122.

What if you are unsure of which courses to take?
  . Faculty advisors and counselors will assist you with the selection of courses
    only.
  . You will be directed to a computer lab to search for days and times to
    determine your own schedule.
  . If you are in a specific program such as Business, Criminal Justice, Culinary
    Arts, etc. please visit the faculty in those departments for program planning
    assistance. They have a wealth of knowledge regarding their courses and can
    assist you with future plans.
You may choose a faculty member to assist you whom you currently or previously had as a professor.

If you have faculty member that has been assigned to you, such as in the College Success Program or EOP program, please contact them for advising assistance.

**Are you thinking of changing your major?**

- Find a faculty member in that curriculum to help you with determining your future plans.
- Counselors can also assist you with help in deciding on another major.
- Visit the Enrollment Services Office in Peconic 112 to complete the paperwork.

The Eastern Campus Priority Registration Arena Advisement will be held in the Corchaug Building, room 007. The dates and times are as follows:

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Activity</th>
<th>Time</th>
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<tbody>
<tr>
<td>November 9 – 12, 2009</td>
<td>For planning</td>
<td>9am - 7p.m.</td>
</tr>
<tr>
<td>November 16 – 19, 2009</td>
<td>Registration</td>
<td>9 a.m. – 7 p.m.</td>
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Any students currently on probation and/or are taking developmental courses will be advised in the Student Success Center in Peconic, Room 122