

Solano Community College

Steps to Enrollment

The following activities should be done well in advance of term start date.
For important Dates and Deadlines, go to www.solano.edu and click on "Dates and Deadlines"

- Step 1**
Complete an Admission Application online at www.solano.edu. Click on My Solano and then Apply for Admission.
Upon completion of your admission application, the system will email your My Solano user name, password and student ID number. **Please be sure to include your correct email address in the admissions application.**

Are you a **K12 student**? If so, please go to www.solano.edu, click on Admissions, Registration and Records and then K12 for complete information specific to you.
- Step 2**
Complete Orientation. Visit www.solano.edu, click Counseling, then Orientation for online option or in-person dates.
- Step 3**
Take the English and Math Assessment. Check the days and times of assessments at www.solano.edu. Click on **Counseling**, then click on **Assessment**. You will need to bring a photo ID when you take the Assessment Test. Assessment Center contact: (707) 864-7118.
- Step 4**
Submit official transcripts. If the course you wish to take has a prerequisite, submit your transcripts from the institution where you took the course so your prerequisite can be cleared before you register. Please visit our website for an extended explanation of incoming transcript policy and procedures. Go to www.solano.edu, click on **Admissions and Records**, then click on **Transcripts**.
- Step 5**
Apply for Financial Aid and Extended Opportunity Program and Services (EOPS). Visit our Financial Aid Office online at www.solano.edu, then click on **Financial Aid**. Email FinancialAid@solano.edu, or call (707) 864-7103. You can also visit in the Student Services Building (400) at the Fairfield Campus. Visit the EOPS Office online or call (707) 864-7000, ext. 4444.
- Step 6**
Meet with a Counselor. Meet with a counselor to develop a personal education plan for achieving your goals. Make a Counseling appointment online at www.solano.edu. Click on **Counseling**, then click on **Counseling Services**. Call (707) 864-7101 for more information.
- Step 7**
Register for classes. You will need to check your priority if you register during the priority registration period. To do this, log into **My Solano**, click on the **Student tab**, then click on "**When Can I Register?**" You can also review the course listings by clicking on the **Student tab**, then click on "**Look up Classes**". To register for classes, after clicking on the **Student tab**, click on **Add or Drop Classes**.
- Step 8**
Pay fees.
Pay your fees with a credit card when you register online.
- Step 9**
View/Print your Schedule Bill. Your Schedule Bill shows the classes you are enrolled in, their locations, dates, times, deadlines and instructor contact information as well as fees you have paid for the term or fees that are still outstanding for a term. To view and print your Schedule Bill, log in to MySolano and select Schedule Bill from the Student Links menu.

Need more help? Email us: admissions@solano.edu OR Call: (707) 864-7171