

NEW STUDENT ORIENTATION CHECKLIST

Complete the following items “prior” to beginning the program:

_____ Pick up a current Student Handbook, College Catalog and Semester Class Schedule at the Office of Admissions and Records (A & R), or access information at the college website (www.pvc.maricopa.edu/nutrition or www.cgc.maricopa.edu/nutrition).

_____ Tour the College Campus: Visit the Library, Learning Support Center (LSC), Computer Lab, Career and General Counseling, Advisement, Financial Aid, Cashier, Cafeteria, Bookstore, Testing Center, Classroom Buildings, Dietetic Technology Consortium Program Director and other Faculty Offices, and (don’t forget!!) the Fitness Center.

_____ Contact the Dietetic Technology Consortium Program Director to set up an advisement / orientation meeting. This can be done by completing a Nutrition Interest Form at the program’s website (see addresses above) or by e-mailing the Program Director at the campus you plan to attend (lori.anonsen@pvmail.maricopa.edu or susan.gaumont@cgcmail.maricopa.edu).

_____ Complete Admissions & Records (A & R) requirements (Note that all forms/information can be accessed in person at the campus A & R office, or at <http://www.pvc.maricopa.edu/admissions/index.html> for PVCC and <http://www.cgc.maricopa.edu/student-affairs/admissions/Pages/admin-recs.aspx> for CGCC):

_____ Declare Dietetic Technology as your major by submitting the appropriate form to A & R.

_____ Fill out the College Student Information Form and submit “Official Transcripts” if you have attended another college/university prior to attending PVCC or CGCC. “Official” means sealed and sent directly from the college/university you attended. Hand carried transcripts will not be accepted, even if they are sealed.

_____ If “Official Transcripts” are sent to the college, complete a Transcript Evaluation form.

_____ After your Transcripts are evaluated, you will be notified, and you should set up an appointment to review the evaluation with an A & R Technician.

_____ Complete Assessment Placement Tests (i.e. English, Math, Reading) at the college’s Testing Center.

_____ Plan your schedule, allowing time not only for classes, but also for studying, and other commitments (i.e. family, work, fitness).

_____ Pick up a Parking Decal and Student ID Card at the College Safety Office.

_____ Enroll for your semester courses which must all be taken for a letter grade!!* (*Your “Catalog Year” is dependent upon maintaining continuous Spring/Fall enrollment. Please notify the Consortium Program Director if you plan to take a semester off from school.)