



VVC STEPS TO ENROLLMENT

All students are expected to complete the following matriculation steps. Detailed information regarding matriculation policies and provisions can be found in the College Catalog at www.vvc.edu.

STEP 1: APPLY FOR ADMISSION ONLINE

- Complete the Admissions Application online at www.vvc.edu. Allow 2-3 business days for your application to be processed and to receive a Welcome VVC email with your student identification number.

Official sealed TRANSCRIPTS from other colleges/universities attended must be mailed to: Victor Valley College Admissions and Records Office, 18422 Bear Valley Road Victorville, CA 92395

STEP 2: APPLY FOR FINANCIAL AID

- To apply, complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov.
- You can obtain all the necessary forms and instructions on the Financial Aid website at <http://www.vvc.edu/offices/financial-aid/> or go to www.vvc.edu click on Financial Aid.
- Victor Valley College's code is 001335.

STEP 3: SET UP WEBADVISOR ACCOUNT

- After you receive your Welcome email with your VVC student ID# go to <http://webadvisor.vvc.edu/>, click "Go to WebAdvisor Now," "Are you new to WebAdvisor?" and follow the steps.
- For questions, or regarding User ID/password information for WebAdvisor, contact the Help Desk at (760) 245-4271 ext. 2740, via email at helpdesk@vvc.edu or visit them in building 21.

STEP 4: STUDENT ORIENTATION

STUDENT ORIENTATION prepares you to be a successful student at Victor Valley College. All new and returning students must complete orientation.

Log on to Web Advisor and click on the link to "Online Orientation".

STEP 5: SELF PLACEMENT

Visit the Assessment Center in Bldg 55. The hours of operation are Monday through Thursday 9:00 a.m. – 6:00 p.m. and Friday 9:00 a.m. – 3:00 p.m. The assessment placement consists of a 10 minute video and a short survey. It takes approximately 20 to 30 minutes to complete. Contact the Assessment Center at (760) 245-4271 ext. 2367 or at assessment.center@vvc.edu. Hours subject to change.

STEP 6: ADVISEMENT (Educational Plan)

- To schedule an appointment online go to <https://appointments.vvc.edu/counseling.htm> or to www.vvc.edu and click on Counseling then "counseling appointment." **YOU MUST KNOW YOUR VVC STUDENT ID number.** In-person same day appointments are also available.

STEP 7: REGISTER FOR CLASSES

Your registration date will be available in WebAdvisor by selecting “My Registration Dates” approximately one month prior to the start of registration for the term.

To register for classes, logon to WebAdvisor and select “Register for Sections”. On this site you can search and register for classes, as well as add and drop classes. It is important that you register for your classes as soon as possible on or after your assigned registration date. Waiting can affect your chances of enrolling in the classes you need to complete your goal.

Summer/Fall registration begins the end of April; Winter/Spring registration begins mid-November

STEP 8: PAY FEES

Fees must be paid within 10 business days of registration or you may be dropped from your classes.

Options to pay fees:

- Via WebAdvisor: - <http://webadvisor.vvc.edu/> by using the options of “Pay in Full” or “Pay with a Payment Plan.” Set up a payment plan at <http://mycollegepaymentplan.com/vvc/>.
- By mail – Mail payment to VVC Bursar’s Office, 18422 Bear Valley Road, Victorville, CA 92395-5849
- In person – Pay at the Bursar’s Office.

***IT IS THE STUDENT’S RESPONSIBILITY TO CONFIRM REGISTRATION OF CLASSES AND PAY FEES.
FEE PAYMENT DEADLINES ARE ENFORCED.***

A VVC ID CARD is required for all students and must be presented to access certain classes, computer labs, the weight room and the library. After you have registered and paid fees, take a valid photo ID and a copy of your VVC Registration Statement to the ASB Office in Bldg 44 to receive your VVC ID/ASB Card.