

IMPORTANT INFO – Please Read Thoroughly

MUSIC 55 – Tournament of Roses Honor Band HIGH SCHOOL STUDENTS REGISTRATION INSTRUCTIONS

Start by **Applying to PCC** on the college's web site - www.pasadena.edu
Follow these provided instructions.

Select the red 'APPLY NOW' button near the top right corner of the home page.

The next page asks "What kind of student are you?"

Select **CONCURRENT ENROLLMENT** (top right box). All new and returning high school honor band students must APPLY to the college.

Follow steps 1 and 2. Skip step 3 – no placement exams need to be taken.

Step 4 - The high school enrollment form is included in your acceptance packet. Use that form and not the online one.

Please Note: You are applying to attend PCC for the **FALL 2018** semester.

Once the online application is submitted and has been processed the student will receive a confirmation email with their student ID, username and instructions on how to activate their LancerPoint account.

DO NOT attempt to register for Music 55 through Lancer Point at this time.

We must receive the blue Permission to Enroll form along with a copy of the student's unofficial transcripts. **THIS MUST BE MAILED TO THE BAND OFFICE** along with other required forms mentioned on yellow checklist.

(DO NOT MAIL to Admissions Office as directed on application web site)

Use provided large addressed envelope - Postmark Deadline is Thursday, October 25 – please don't delay on this. Be sure to include ample postage (\$1.50 recommended)

Once these items are received then the student will be cleared through our system to register for Music 55 – Tournament of Roses Honor Band.

Please wait until Oct. 30 to register for the course. This will give our admissions office time to input and clear the high school students to enroll.

FYI – Music 55's Course Record Number (CRN) is **71011.** This is the five-digit code that represents the course when registering for the class.

When registering for Music 55 through Lancer Point students will need to pay the required **\$31 registration fee***. It is best to pay this fee with either a Visa or Mastercard Credit or Debit Card.

*Once the LancerPoint account has been set up the student will be able to REGISTER for courses and pay fees. High school students only pay the \$31 registration fee and **do not** pay the \$46 per unit fee (waived). Non-California resident high school students or those with visas may be eligible for a fee waiver. Contact Mr. Luck to inquire.

Please contact Mr. Kyle Luck, band director at PCCBandDirector@yahoo.com (preferred) or call (626)585-7024 if you have any questions or problems.