COCC NEW ONLINE STUDENT CHECKLIST

1. Apply for admission

Complete the [online COCC admissions form](). The admissions process will vary slightly depending on your student status (new, returning, transfer, etc.). [Contact Admissions and Records]() if you have any questions!

2. Placement testing

COCC uses placement tests to help determine your skill level in writing and math. Placement tests assess academic skills and help place you into the right level of courses and may meet a program/course prerequisite. You can find more details on placement testing requirements and options by visiting [COCC's Placement Tests web page]().

3. Get Financial Support

[Financial Aid](): the first step is to fill out the FAFSA. COCC offers FAFSA and ORSAA workshops on every campus prior to the start of term, or you can contact the [financial aid office]() if you have any questions.

- [Veteran Benefits](): first, apply for benefits with Veterans Affairs at least 6 weeks before you plan to start classes. Then check out the Veteran Benefits page for more information.
- [Scholarships](): you can apply for COCC Foundation scholarships or private scholarships – visit the scholarships page for more.

4. Register for an upcoming Bobcat Orientation

[Bobcat Orientation]() is an option but highly recommended workshop held the Friday before each new term for new, returning, and transfer students. Whether you are taking online or face-to-face classes (or both!), attending a Bobcat Orientation session will orient you to the COCC campuses, technology, instructor expectations and more, as well as giving you the opportunity to speak with advisors and financial aid, pick up your ID, and more.

5. Complete the Orientation for Online Courses

You must [complete Online Orientation]() before you can register for your first online class at COCC. Completing the Orientation takes about an hour, and will give you important and specific information you will need to be successful taking

online courses. This orientation is a *required prerequisite for any online students*, and can be completed at any time leading up to registration.

6. Review COCC's Technology Requirements

If you're taking online classes, knowing that your computer - or access to a [computer lab](#) - meets our standards for capable technology and software is really important! Make sure you're prepared by reading through our [Technology Requirements](#) page. You can also Tour a Blackboard course to see what kind of environment you'll be working in as an online or hybrid student.

7. Read the Netiquette Guidelines

Online communication is unique, with its own set of 'rules' to guarantee a smooth experience when working in your online classes. [Read through our guide](#) to avoid committing a blunder online, and ensuring good communication between yourself and your peers and instructors.

8. Register for classes

Register for classes online through your Bobcat Web Account. Detailed information about [how to register](#) is available on the registration website. Your COCC ID is set up when you are admitted and the default password is your birthday (mmddyy). If you have forgotten your username or password, use the links on the login page to get help.

9. Visit the Student Resources Page

In [Blackboard](#), you'll see two tabs at the top of the main page: eLearning and Student Resources. Each page has a collection of on-demand links to COCC resources, like the CAP Center, Testing and Tutoring, Disability Services, and the Library, as well as technology tutorials and other self-help guides. Be sure to familiarize yourself with these two pages!

10. Login to your classes!

Making sure you log in to each of your online classes as soon as possible during the first week of classes is really important. The COCC attendance policy allows your instructor to give your seat to someone else if you do not participate during the first week. If you are unable to log in on the first day, contact your instructor.