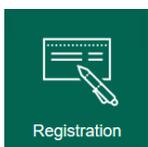
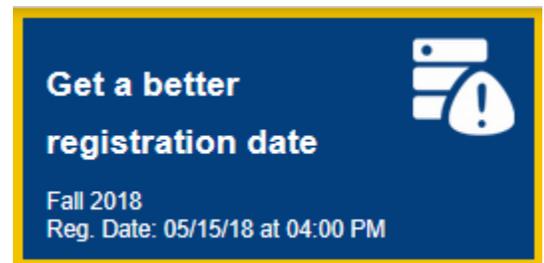


# How Do I Register For Counseling 095?

1. As Counseling 095 takes the form of a one-time class, you must first make sure you have a current application on file for the semester in which you wish to take Counseling 095. This will often be the semester before you want to start taking classes, so you may need to reapply! You can check which semester you applied for by logging in to your CCCApply account, and you can visit Admissions and Records or the Enrollment Lab for further assistance.
2. Check to see that you have completed your online orientation. You can check to see if you have completed your online orientation by logging into the InSite portal and checking to see if you have a “Get a better registration date” tile with a yellow border. Click on the tile and see if there is a check mark next to “Orientation”. If there is not, you will need to head to [www.dvc.edu/orientation](http://www.dvc.edu/orientation) and successfully complete the online orientation before moving on to the next step.
3. Make sure you have completed BOTH your English AND math assessments. Both need to have been completed prior to registering for Counseling 095. If you have yet to complete one or both of these assessments, visit [www.dvc.edu/assessment](http://www.dvc.edu/assessment). From there, you can go through the Multiple Measures Assessment Program, make an assessment appointment, or learn more about the assessments themselves. Once both assessments are completed, move to the next step.
4. You will need to visit Admissions and Records. Counseling 095 has a hold that prevents people from registering for it without prior approval. You will need to bring some form of photo ID and your Student ID number. Let the Admissions staff know you would like to register for Counseling 095, and the semester in which you wish to take it. They will provide you with approval to register for the class.
5. Once you have approval, log in to InSite, and click the “Registration” tile, followed by “Search and Register Step 1”.



**Search and Register Step 1**

Search the course schedule to create a Shopping Cart



