Online Survey Checklist

The purpose of the checklist is to provide you with a systematic task list for planning and submitting course requests to the online survey.

Reviewed the following:
- Cover letter and verified your personal e-mail account
- Major Status Sheet

Planning your course selections:
- Went to the New Student Guides Website
  - Reviewed the “Course Selection by Major Guide”
  - Reviewed “Course Selection Tips Guide”
  - Reviewed “Freshman Course Offerings Guide”
  - Reviewed other resource materials as needed
  - Formed a selection of course requests to submit on the online survey

Submitting your online survey: (By Monday, May 28 at midnight)
- Went to the New Student Guides Website
  - Reviewed the “Online Survey Instructions”
  - Reviewed the online survey example
  - Successfully accessed and completed the online survey

Administrative Office Contacts
- Registrar’s Office
  - GCC E-Mail account, Scheduling Information
  - Contact information: (724) 458-2069  registrar@gcc.edu
- Office of Student Life & Learning
  - Contact information: (724) 458-2171  studentlife@gcc.edu
- Financial Aid Office
  - Contact information: (724) 458-3300  financialaid@gcc.edu
- Student Accounts Office
  - Contact information: (724) 458-2209  studentaccounts@gcc.edu