



CEO STUDENT REGISTRATION & ADVISING

QTR/YR: _____

NAME: _____ SID#: _____

PHONE: (____) _____

DEGREE/CERTIFICATE TITLE: _____

Notes:

ITEM#	SEC	DEPT	COURSE#	CREDITS	INSTR	DAYS	TIMES	ROOM#

ONLINE REGISTRATION TIME:

STUDENT SIGNATURE _____ DATE: _____

CEO APPROVAL _____ DATE: _____

(SEE REGISTRATION PROCEDURES ON BACK)

CEO Registration Procedures

1. **Research the courses you need to take for next quarter:**
 - a. Retake any course you failed and work with your CEO Specialist on an educational plan
 - b. Continue with English classes until you have successfully completed English 101
 - c. No more than 15 credits per quarter. Exceptions may be given for lab classes
 - d. Update your educational planning worksheet with your CEO Specialist
2. **Work with your CEO Specialist directly to be cleared for registration. You may fill out the CEO Student Registration Advising Sheet (other side of this form) and contact your CEO Specialist with the form:**
 - a. Fill in all the information requested
 - b. Incomplete and/or illegible forms will not be accepted

Important:

You will not be permitted to register until

1. **Students communicate directly with their CEO Specialist for registration approval, or**
2. **The CEO Student Registration Advising Sheet is filled out and signed by your CEO Specialist or CEO instructor (new students only).**

Any unpaid fines or fees must be paid before you can register:

<https://www.bellevuecollege.edu/admissions-aid/tuition-fees/payment/>

Questions? Contact your CEO Specialist or a CEO staff member:

<https://www.bellevuecollege.edu/ceo/contact-info/>