

# SPRING REGISTRATION DATES

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Students with 30 credits or more	Registration begins November 1
Students with one credit or more	Registration begins November 3
All students	Registration begins November 7

Online registration is available 24 hours/day, 7 days/week. Students may register after seeing an advisor. Returning students should schedule an appointment with their faculty advisor during the faculty advising period, October 17 to December 19. Faculty advisors' hours and appointment sign-up sheets are posted on their office doors.

## To find the name of your faculty advisor:

1. Log in to Self-Service.
2. Click on the "View Schedule/Advisor" link. Your advisor's name will appear in bold, underlined text for each program of study in which you are enrolled.
3. If you are unsure where your advisor's office is, visit Student Affairs for a list of faculty office locations.

New and returning students who have been away from SCC for more than two years, and students not enrolled in a major should schedule an appointment with a Student Affairs advisor. Students needing assistance may register in-person in Student Affairs through December 21 and resuming January 3.

<b>First day of 15-week and 7W1 session</b>	<b>January 17</b>
Late registration for 15-week and 7W1 sessions begins	January 17
Late registration for 15-week and 7W1 sessions ends	January 24
Last day to withdraw from 7W1 classes without academic penalty	February 17
<b>First day of 7W2 session</b>	<b>March 19</b>
Late registration for 7W2 session begins	March 19
Late registration for 7W2 session ends	March 21
Last day to withdraw from 15-week classes without academic penalty	March 26
Last day to withdraw from 7W2 classes without academic penalty	April 13

# POWERCAMPUS AND E-MAIL INSTRUCTIONS

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## View the Spring Course Schedule

1. Go to [www.salemcc.edu](http://www.salemcc.edu).
2. Click on "[Self-Service Home](#)" in the SCC Self-Service Portal Login area.
3. Click on "Find Courses." On the following page, select "Spring 2012" from the Period drop-down menu, and press "Search."  
The entire spring schedule will appear.

In an effort to 'go green,' SCC will no longer print the traditional course bulletin. Students may view an up-to-date schedule any time online.

## PowerCAMPUS Self-Service Log-In Instructions

*If you have never logged on to a computer on the SCC campus, follow these instructions:*

1. In the user name box, enter your nine-digit Student ID beginning with P.
2. Enter this temporary password: Password1 (case sensitive)
3. At the prompt, change your password. Confirm your new password. You now have gained access to the College network.
4. Start Internet Explorer and enter [www.salemcc.edu](http://www.salemcc.edu) in your address bar. Press Enter.
5. On the SCC home page, enter your user name and new password in the SCC Self-Portal Login area, and press "Log In." (You must enter the P before your nine-digit Student ID).
6. Verify your information:
  - Enter your Student ID (the same as your User ID but without the letter P).
  - Enter your First Name.
  - Enter your Last Name.
  - Enter your Date of Birth in the following format: MM/DD/YYYY.  
(Example: March 26, 1988 should be entered as 03/26/1988.)
  - Click the "Verify Account" button.
  - You will be prompted to create a Security Question. Follow the instructions.

*If you have previously logged on to a computer on the SCC campus, you can now register and pay online by following these easy steps:*

1. Go to [www.salemcc.edu](http://www.salemcc.edu).
2. Enter your user name and password in the SCC Self-Service Portal Login area, and press "Log In."
3. To register, select the register tab and proceed.
4. To pay online, select the finance tab and proceed.

## Salem Community College E-mail

SCC e-mail is the College's primary means of communication with students. To access your account:

1. Visit [www.salemcc.edu](http://www.salemcc.edu).
2. Click the Student Email box in the bottom left corner.
3. Log in to your account using your username (typically first initial and last name in all lowercase letters e.g. jdoe) and your password.



## Need Help?

Send a message to [helpdesk@salemcc.edu](mailto:helpdesk@salemcc.edu) or call 856.351.2671.

In each request, clearly provide your name, ID#, phone number and/or cell number so that the IT technician can assist you.