Moorpark College ACCESS
Registration Checklist for New Students

Follow this checklist to register at Moorpark College and become a part of the ACCESS Program.

What to do	More information	✓
Apply for admission to Moorpark College.	https://www.moorparkcollege.edu/apply-and-enroll	
Please attend the Moorpark College New Student Orientation online.	In my.vcccd.edu portal: 1) Go to "Student Support" tab, 2) Click on "Student Orientation-MC", 3) Select "Moorpark College" (on the left), 4) Click on "New Student Orientation" and you will be led to the orientation.	
We recommend taking the online Math and English Self-Placement Guides.	Please visit: https://www.moorparkcollege.edu/apply-and-enroll/self-placement-guides	
To apply for ACCESS services and accommodations, please complete the following: 1) **Application for Services & Intake Screening** form 2) **Disability Verification** form or **other supportive documentation of your disability** (see below) * 3) If you are currently in high school or a recent graduate, bring an unofficialcopy of your **high school transcript**	You can find these forms online at: https://www.moorparkcollege.edu/departments/student-services/access/forms Please also visit: https://www.moorparkcollege.edu/departments/student-services/access/applying-to-access	
*If you have previously received special education services, please provide ACCESS with a copy of your most recent Psycho-Educational Assessment Report, IEP, or 504 Plan…or a copy of testing done by a licensed professional. For medical or psychological conditions, please have a licensed clinical professional complete the Verification of Disability form. Make sure it is complete, signed, and has an office stamp or a business card attached.	For Learning Disabilities, please provide us with a copy of your most recent Psycho-Educational Assessment Report with scores as well as your most recent IEP. Please make sure whoever completes this form clearly indicates not just your disability but also the educational limitations that are related to your medical or psychological condition. This helps us determine which services and accommodations are appropriate for you.	

When you email and submit all your paperwork to ACCESS, we will contact you to make an **intake appointment.**	At this appointment, you will meet with one of our specialists to establish your accommodations. We will also help you choose your classes for the upcoming semester. (You might need a separate appointment with an academic counselor for this.)	
At your intake appointment, have some idea of your goals for attending Moorpark College	For example, you might want to earn an AA or AS degree, transfer to a 4-year college or university, get a vocational certificate of completion, explore your options, etc. Also have some idea of your potential major and transfer schools.	
Bring some ideas of the classes you'd like to take to your intake appointment. At this appointment, you'll have your accommodations established, and the ACCESS policies and procedures will be explained to you.	Look at the **college catalog** online. It has a complete list of all the possible programs, majors, and classes. https://www.moorparkcollege.edu/apply-and-enroll/college-catalog The **schedule of classes** lists only the classes that are being offered for a given semester. https://www.moorparkcollege.edu/apply-and-enroll/schedule-classes	
Where we are located:	ACCESS is located on the ground floor of the LMC building, a two-story building at the northeast side of the campus. Students may reach ACCESS by parking in lot C. There is also accessible parking adjacent to the building and a ramp in parking lot B.	
If you have questions, please call us at (805) 378-1461.	Visit the Moorpark College ACCESS website: https://www.moorparkcollege.edu/departments/student-services/access	