

When Do I Register?

New and returning students can register on the first day of open registration. This is noted on the [Important Dates Calendar](#).

Continuing student's should monitor their Ohlone student email for their priority registration date. This is normally sent out in the fourth month of the term. If you dropped all your classes in the previous semester you will lose your priority registration. If you are on academic probation, you will lose your priority registration and will need to work with a Counselor.

K-9th grade students register on the first day of class if they have a completed application and permission packet on file and have been notified that you are eligible for registration. You will need to contact the instructor on the first day of class to see if there is room, if there is the instructor will give you an add authorization code. Please note that an add authorization code does not override prerequisites, corequisites or section capacity. Prerequisites must be cleared with Counseling. You will need your transcript when speaking with a Counselor. Also note, that K-9th grade students are limited to the list of ten on the K-12 web page and on the permission form. Students enrolled in any class that is not on the permission packet will be dropped from the class and notified to your Ohlone student email account. Also, K-12th grade students are not permitted to take athletic, PE, or noncredit classes. If you have questions regarding dual enrollment, please email dualenrollment@ohlone.edu from the email you submitted your application from.

Grades 10th-12th students register on the date listed on your permission packet, on the Important Dates Calendar under Admissions and Records and on the K-12th webpage. You will be allowed to enroll if your permission packet, Admissions application and consent from your principal was received and you were notified your permission packet has been completed. You are permitted to enroll only in the classes that your principal has given consent to and nothing else. If you are unable to enroll due to the class being full you can contact the instructor on the first day of class to see if there is room and you may be issued an add authorization code. Please note, add authorization codes do not waive prerequisites, corequisites, or class capacity. Prerequisites should be cleared before attempting to register. You must have your transcript and speak with a Counselor. You will be dropped if you are in classes that were not listed on your permission packet. Please note, that K-12th grade students are permitted to enroll in CSU and/or UC transferable classes, excluding athletics classes, PE, or noncredit. If you have questions regarding dual enrollment, please email dualenrollment@ohlone.edu from the email you submitted your application from.

***Please note, it is the student's responsibility to drop their classes they do not intend to attend through WebAdvisor. The student is responsible for modifying their schedule through WebAdvisor.**

The Admissions and Records Office is not permitted to speak with anyone other than the student on record. This is per FERPA.

"The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents the right to have access to their children's education records, the right to seek to have the records amended, and the right to have some control over the disclosure of personally identifiable information from the education records. **When a student turns 18 years old or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student.** [emphasis added]" Students who are enrolled at Ohlone College are covered by the Family Educational Rights and Privacy Act of 1974 (FERPA). According to this legislation, college personnel cannot release a student's records or speak with parents and/or guardians about any student's academic records without the student completing the "Release of Information" form. The exception to this regulation is if the student is claimed as a dependent by either parent for tax purposes. Ohlone College reserves the right to require documents verifying student's status as a dependent.