

# COMPLETE YOUR REGISTRATION FOR SPRING 2022

**PAYMENT MUST BE MADE BY 5:00 PM THE DAY YOU REGISTER OR YOUR CLASSES WILL BE DROPPED**

*If you make schedule changes after paying, please login to Self-Service or check with the Business Office to make sure your registration is complete.*

## PAYMENT HOURS

**Monday-Friday** 8:00 AM - 5:00 PM

## PAYMENT LOCATIONS

**Online:** Pay through Self-Service, Student Finance on the MySCC webpage

**In Person:** Available at Pinehurst or Hoke Campus

**Drop Box:** Located on the outside wall of Stone Hall near the Business Office

FINANCIAL AID	REFUNDS	ID CARDS & PARKING PERMITS	BOOKSTORE
<p>If you are using financial aid to pay your tuition, your awarded funds will be applied to your charges only when your Financial Aid application process is complete. Complete means that you have:</p> <ol style="list-style-type: none"><li>1. Completed a financial aid application (FAFSA)</li><li>2. Submitted your official GED/high school transcript</li><li>3. Submitted your official college transcript(s) (if applicable)</li><li>4. Received an award notification</li></ol> <p>If you register for Spring 2022 and decide not to attend SCC, you must officially drop your classes.</p> <p><b>If you do not officially drop your classes, you will be responsible for all charges.</b></p>	<p>Refunds are processed only for classes <b>officially dropped</b> using the SCC Course Change form located in student eForms.</p> <p><b>100% Refund: Traditional 16-week and 1st 8-week sessions</b> : Classes must be dropped by January 7.</p> <p><b>2<sup>nd</sup> 8-week</b> classes must be dropped by March 11.</p> <p><b>75% Refund: Traditional 16-week</b> classes dropped January 10 - 20; <b>1st 8-week</b> classes dropped January 10 - 13; <b>2<sup>nd</sup> 8-week</b> classes dropped March 14 - 17.</p> <p><b>No Refund:</b> Classes dropped after January 20 for <b>traditional 16-week</b> classes. Classes dropped after January 13 for <b>1<sup>st</sup> 8-week</b> classes. Classes dropped after March 17 for <b>2<sup>nd</sup> 8-week</b> classes.</p>	<p><b>Student ID:</b> Due to COVID-19, student ID's are only required for SCC students taking any classes that meet on campus. If you are strictly an online student for the Spring 2022 semester you are not required to get an ID. To get an ID you must show a government issued ID: (i.e. driver's license), receipt of tuition paid in full, financial aid award letter, or schedule showing a zero balance.</p> <p><b>Parking Permit:</b> Parking permits are not required for Spring 2022; however, students must park in designated student parking areas only.</p> <p>Thursday, January 6, 8 – 5:00 PM Friday, January 7, 8:00 – 3:00 PM Monday, January 10, 8 – 5:30 PM Tuesday, January 11, 8 – 5:30 PM</p>	<p>You can <b>order your books online at <a href="http://sandhills.bncollege.com">sandhills.bncollege.com</a></b></p> <p>For Bookstore hours please visit <b><a href="http://sandhills.bncollege.com">sandhills.bncollege.com</a></b></p> <p><b>FINANCIAL AID</b> students can pick up books beginning 1/3/22 – 4/1/22.</p> <p><b>No Bookstore purchases on:</b> 2/4/22 and 2/7/22</p> <p><b>All textbook refunds require a receipt.</b></p> <p>Full refunds with receipt deadline 1/21/22.</p> <p>Drop/Add refunds with receipt deadline 1/28/22.</p>

**HYBRID or INTERNET COURSES:** For HYBRID courses, students should check Moodle for communication from their instructors on the first day of the class. For INTERNET courses, all Internet courses include an orientation activity to verify your attendance in the course. You must login to your course and complete the activity within the **first three days of the semester** to demonstrate you are actively participating in the course. If you do not complete the activity, you will be dropped from the course.

**Please note:** All curriculum courses to include face-to-face delivery utilize online resources to support the learning environment. Students must have access to the internet or be prepared to utilize on-campus computer labs.