HOW TO NAVIGATE MY CERRITOS

PRESENTED BY CERRITOS
COLLEGE SITE BRIDGING
LIAISONS



QUICK LINKS

Hover your mouse and click on quick links to begin!





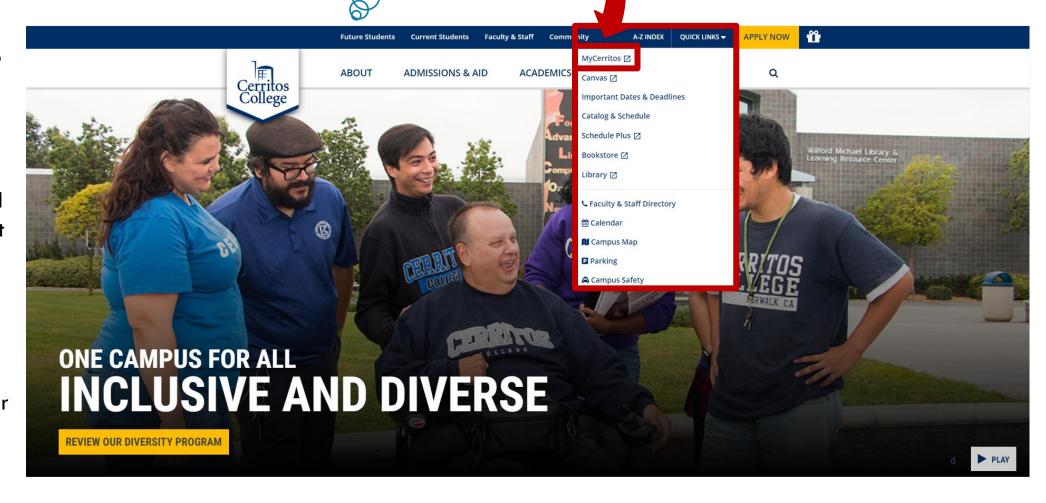
ABOUT ACADEMICS STUDENT LIFE SERVICES ADMISSIONS & AID WHY CHOOSE CERRITOS? STUDENTS FIRST. ACADEMIC EXCELLENCE. AFFORDABLE **LEARN MORE ABOUT US** PAUSE

QUICK LINKS MENU

Click MyCerritos to begin



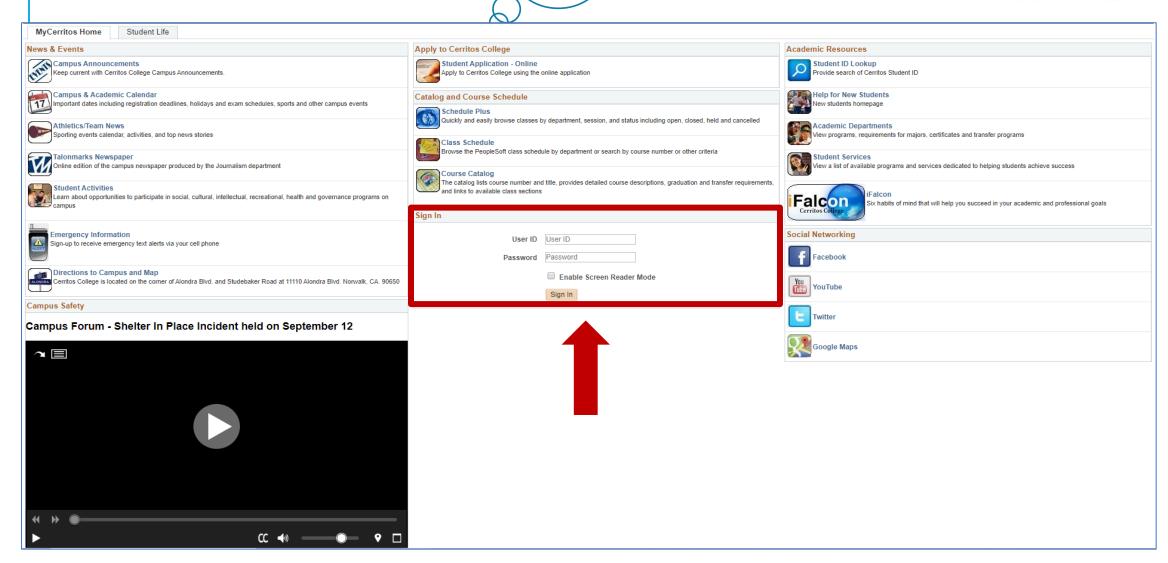
Quick Links is going to be the fastest way to access MyCerritos. It also has other important links that are going to be useful for you when you start your Journey at Cerritos College. Note: I recommend you familiarize yourself with this menu. It will make your life much easier l promise.



MYCERRITOS

Quick Note: The links on quick links could also be found on MyCerritos webpage.







HOW TO LOG INTO MYCERRITOS

User ID is going to be your Cerritos College Student ID

Password is your birthdate: MMDDYY

Two digits for month, day and year (the last two numbers of your birth year)

For example: If your birthday is November 17, 1992 then your password will be "111792"



STUDENT ID LOOK UP TOOL

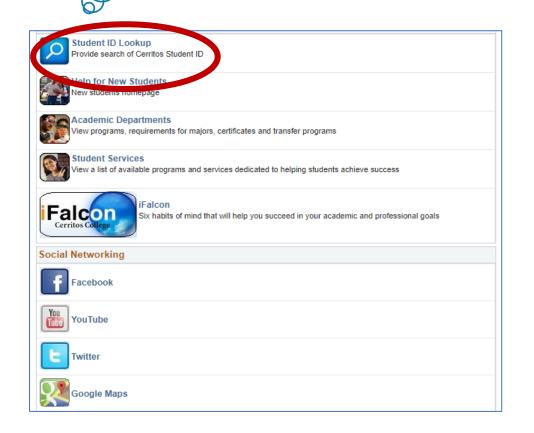
If you forget your Student ID number, you can easily recover it by trying one of these methods showed below.



Method 1



Method 2





STUDENT ID LOOK UP

Enter your full Social Secuirty
Number (xxx-xx-xxxx)

Enter your full Birthdate (xx/xx/xxxx)



Student ID Lookup

(Staff and Faculty may also lookup their IDs here.)

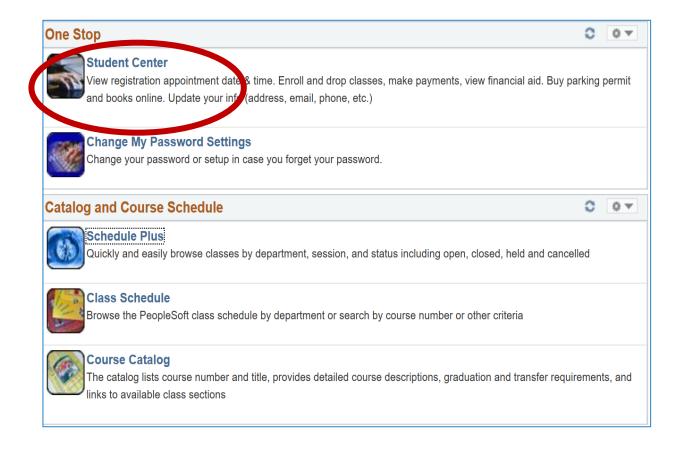


| I'm not a robot | reCAPTCHA |
|-----------------|-----------------|
| What is this? | Privacy - Terms |

STUDENT CENTER

Once you sign in to MyCerritos, you will notice on the top of your screen under "One Stop" Student Center. Go ahead and click on the link.

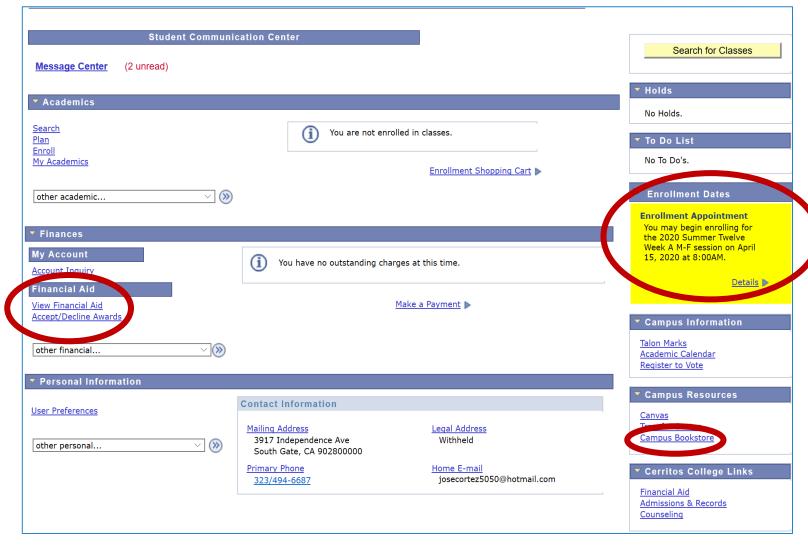






STUDENT CENTER

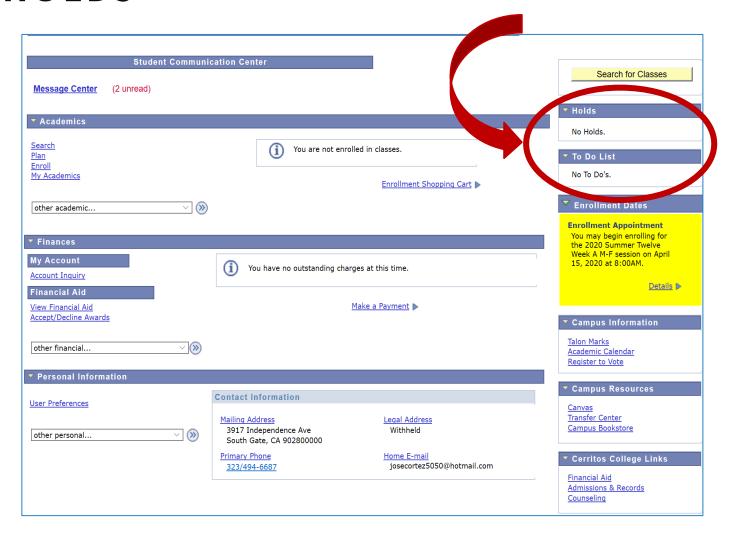
The Student Center is your go-to for many things like Financial Aid, enrollment, class enrollment dates, and accessing the bookstore



CHECK TO-DO LIST & HOLDS

It is very important to locate and check the 'Holds' and 'To-Do-List' from time to time as this can delay your registration if you do not meet deadlines.

As shown, it is located on the right-hand side.



CHECK TO-DO LIST & HOLDS



No action required



For students who are completing step 5 (Cerritos Complete orientation) of Cerritos Complete, do not be alarmed if you see a hold for "Orientation Not Met" the process is TBD due to COVID-19. We will keep you posted as soon as we are notified.

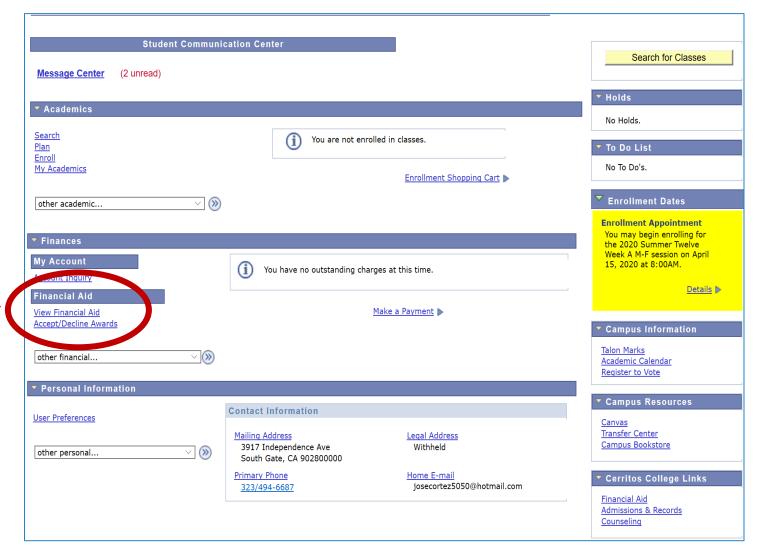
Requires action!



HOW TO VIEW FINANCIAL AID



Go ahead and click on "View Financial Aid" to view your financial aid summary and "Accept/Decline Awards" to accept your financial aid awards. This is located on the lefthand side of the screen.





VIEW AID AWARD FOR THE YEAR

Click on the most recent year to view your aid for the academic year.

Financial Aid

Select Aid Year to View

Select the aid year you wish to view

| / | Aid Year | Institution | Aid Year Description |
|---|----------|------------------------------|----------------------------------|
| | 2021 | Cerritos Comm. College Dist. | No financial aid data available. |
| | 2020 | Cerritos Comm. College Dist. | Federal Aid Year 2019-2020 |

Aid years listed indicate your access to eligibility information regarding your Financial Aid Application.

go to ... V

AWARD SUMMARY



Financial Aid **Award Summary** Federal Aid Year 2019-2020 Select the term hyperlinks below to see more detailed information Aid Year **Award Description** Offered Accepted Category CC Promise Grant C Waiver 1,346.00 1,346.00 3,559.00 3,559.00 Pell Grant Grant 4,905.00 4,905.00 Aid Year Totals

Currency used is US Dollar

Financial Aid Summary

| 2020 Spring Term Award Detail | | | |
|-------------------------------|----------------------|----------------------|----------------|
| 2020 Spring Vie | w Course Eligibility | View Scheduled Disbu | irsement Dates |
| Award Description | Category | Offered | Accepted |
| CC Promise Grant C | Waiver | 673.00 | 673.00 |
| Pell Grant | Grant | 1,779.00 | 1,779.00 |
| Term Totals | | 2,452.00 | 2,452.00 |

| 2019 Fall Vi | ew Course Eligibi | lity View Scheduled Disbur | sement Dates |
|--------------------|-------------------|----------------------------|--------------|
| Award Description | Category | Offered | Accepted |
| CC Promise Grant C | Waiver | 673.00 | 673.00 |
| Pell Grant | Grant | 1,780.00 | 1,780.00 |
| Term Totals | | 2,453.00 | 2,453.00 |

Currency used is US Dollar

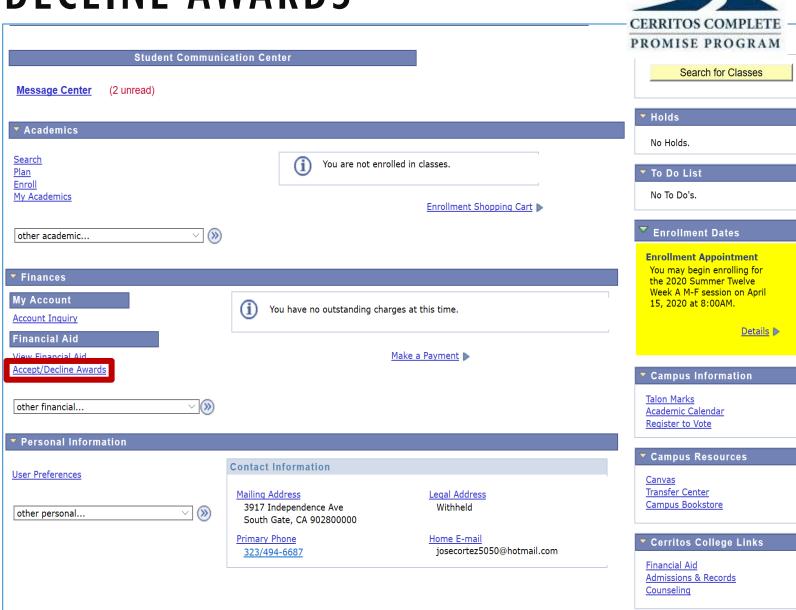
Your financial aid award is determined from the information provided in your application. If there is no financial aid displayed your application may be in progress. Please check

Your award summary will show your CC Promise Grant, Pell Grant, Cal Grants, or loans offered to you for the academic year.

HOW TO ACCEPT/DECLINE AWARDS

 Located on the left-hand side of your Student Center page you will be able to access your awards by clicking on the "Accept/Decline Awards" link





ACCEPTING/DECLINING AWARDS



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able.

Here, you can accept the awards you are offered and decline any you do not want to use. For example, when offered loans you may not want to accept them if you are awarded grants/scholarships (money you will not have to pay back). If you need loans, this page will also give you the opportunity to choose how much of the loan amount you would like to accept.

Financial Aid

Award Package

Financial Aid Year 2018 - 2019

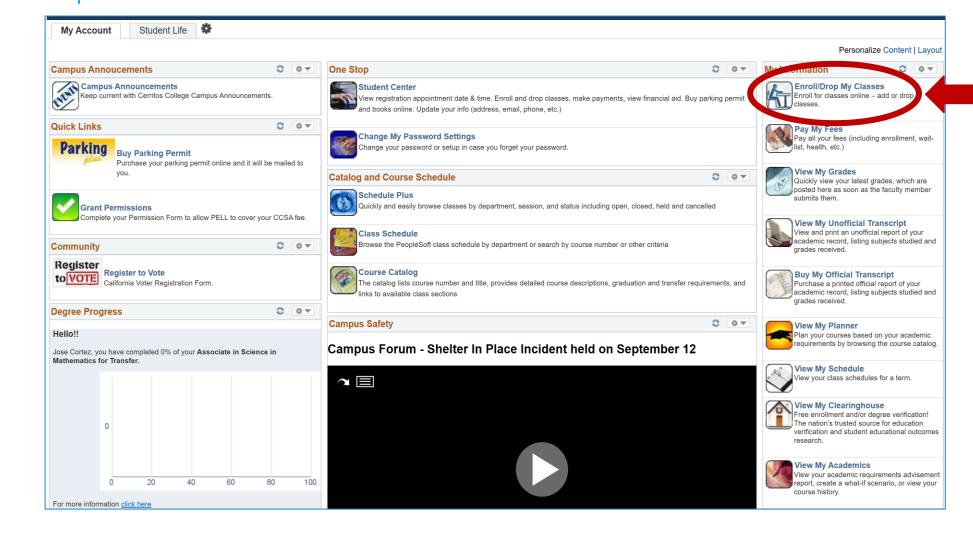
You are eligible to receive the awards listed below. Please review each award and comessage. You may Accept and/or Decline any or all of the awards that are currently

Last Updated: 05/15/2017 10:11:05AM Status: New Package

| Award | Category | Career | Offered | Accepted | Accept | Decline |
|---------------------------------|-------------|--------|-----------|----------|----------|---------|
| Pell Grant LAHC | Grant | Credit | 5,920.00 | 0.00 | | |
| Board of Gov Fee Waiver LAHC | Waiver | Credit | 1,196.00 | 0.00 | | |
| FWS Summer LAHC | Work/Study | Credit | 2,000.00 | 2,000.00 | V | |
| EOPSG LAHC | Grant S | Credit | 500.00 | 500.00 | V | |
| Aves Scholarship LAHC | Scholarship | Credit | 600.00 | 600.00 | V | |
| Total | | | 10,216.00 | 3,100.00 | | |

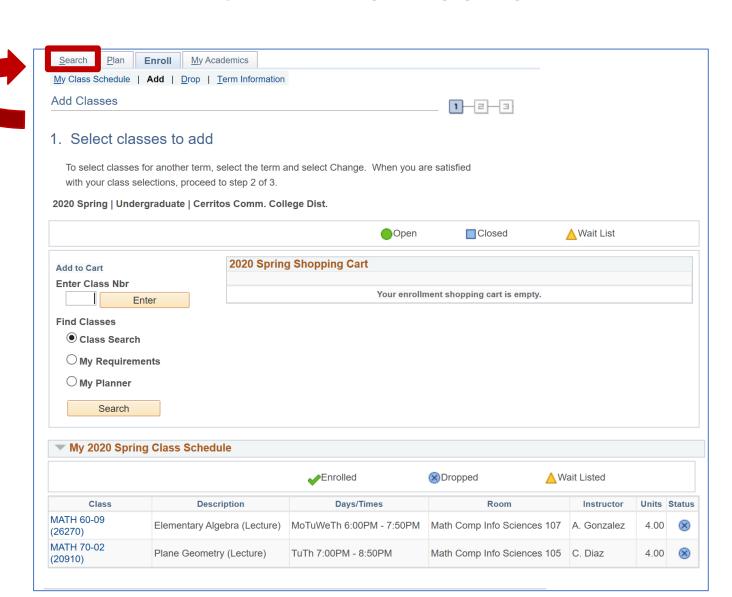


HOW TO ENROLL/DROP CLASSES



To enroll or drop classes click on the "Enroll/Drop My Classes" link on your MyCerritos home-screen

ENROLLING IN A CLASS: STEP 1

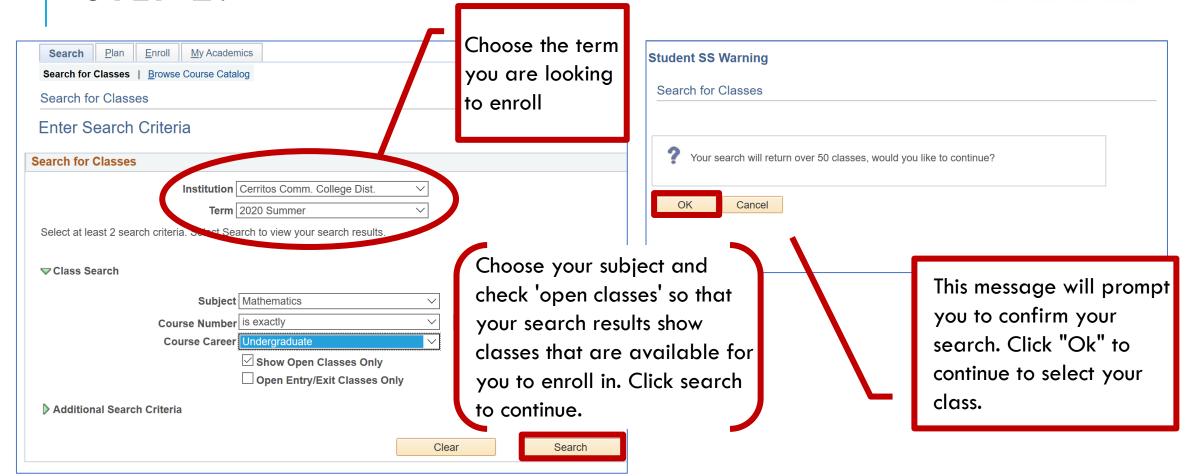




First, you need to search
for a class you want to
enroll in. You will do so
by clicking on the
"Search" button located
at the top-right hand
corner of the page.



STEP 2:



STEP 3: SELECT YOUR CLASS

Quick note:
This is the section number of the class you are adding. It can also be used to add the designated class.



- If your class is open, it will have a green circle under its status. If it is closed it will have a blue square. If there is a waitlist it will have an orange triangle.
- Click on "Select" next to the class which days and times best fit your schedule.

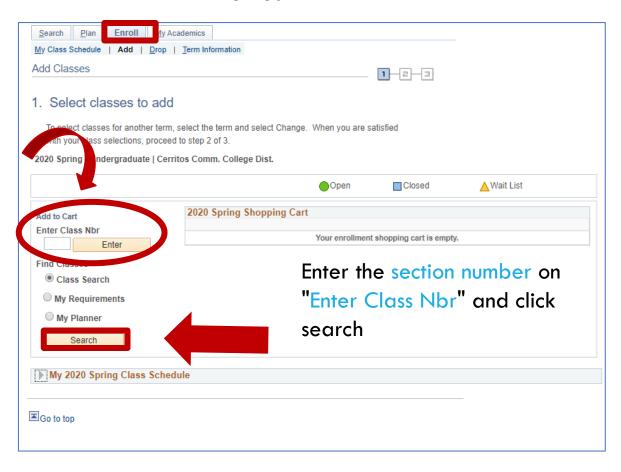




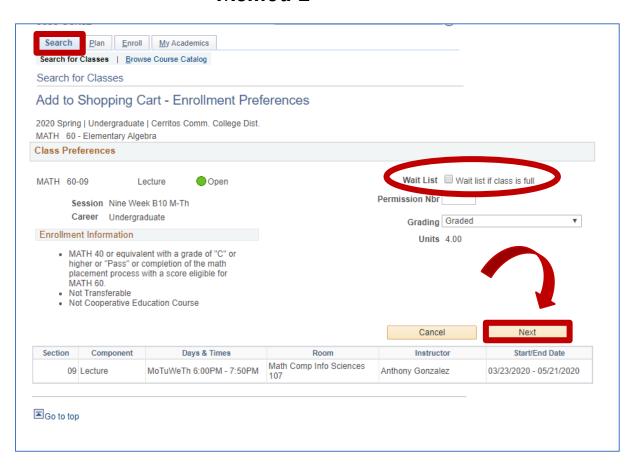


ADD CLASS TO SHOPPING CART

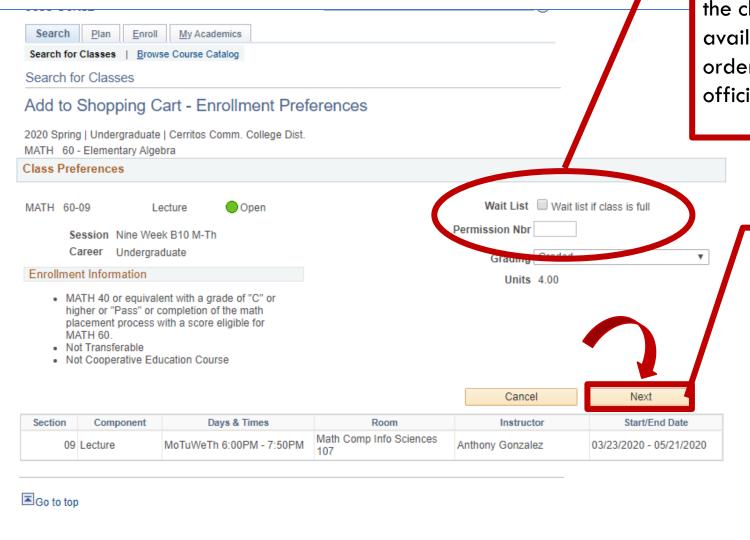
Method 1



Method 2



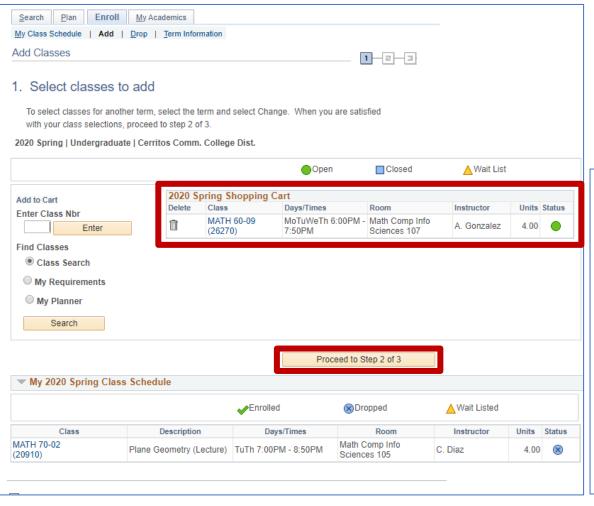
STEP 4: ADD CLASS TO CART



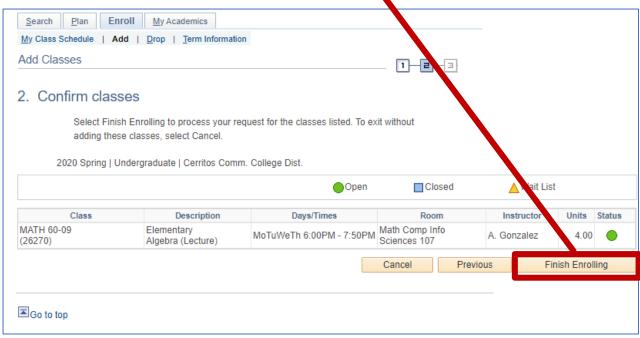
If the class is full you can check "Wait list if class is full" to have a spot on the wait list for the class. Usually when spots are available, you will be notified in order to log back in and officially enroll into the course.

Make sure this is the class you want to add to your cart and click "Next".

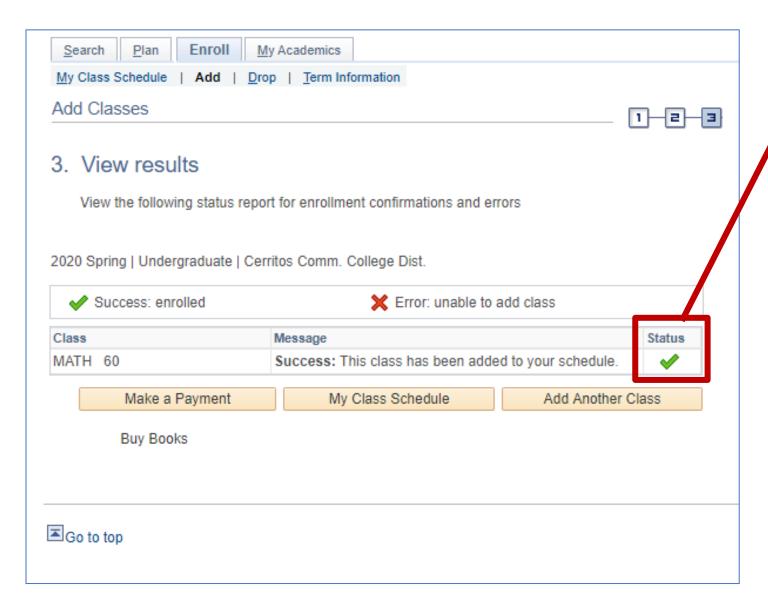
STEP 5: FINISH ENROLLING



- After you add your class to your cart your schedule will show up under your shopping cart.
- Click on "Proceed to Step 2 of 3" to confirm your classes.
- Click on "Finish Enrolling" to complete class enrollment.

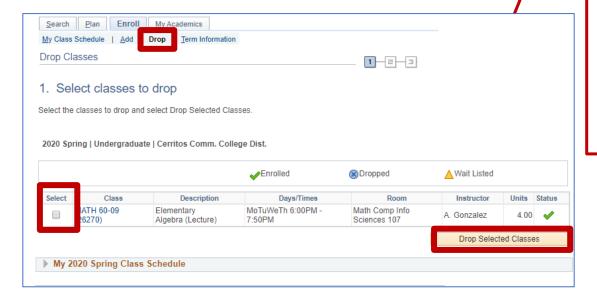


VIEW RESULTS



The green check mark means that you have successfully enrolled in a course. You did it!

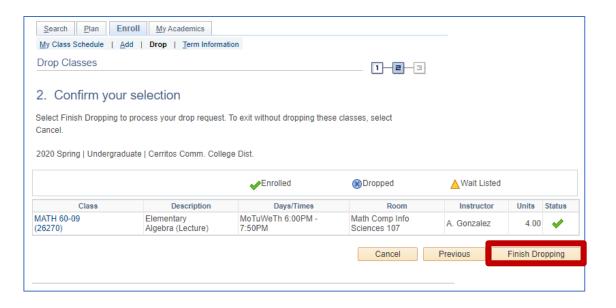
HOW TO DROP A CLASS



Finally, make sure that the class selected is correct and click on "Finish Dropping" to complete the process.

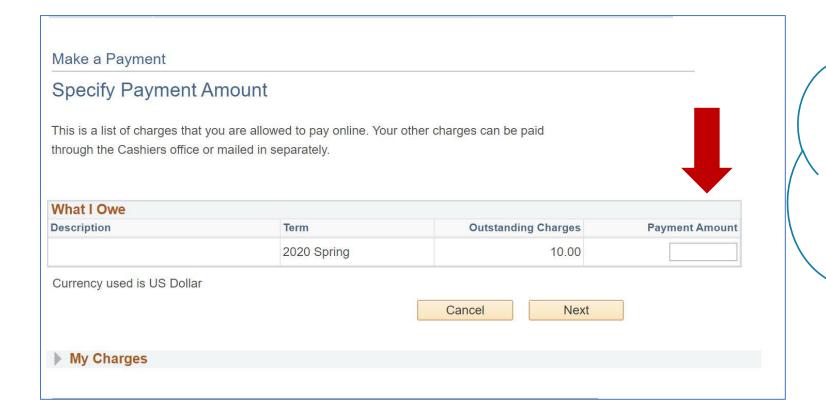


- After clicking on the Enroll/Drop
 My Classes from your MyCerritos
 homepage, click on the Drop
 button located at the top.
- Your class schedule will show up and you will choose the class(es) you would like to drop.
- Click on "Drop Selected Classes"





SPECIFY PAYMENT AMOUNT

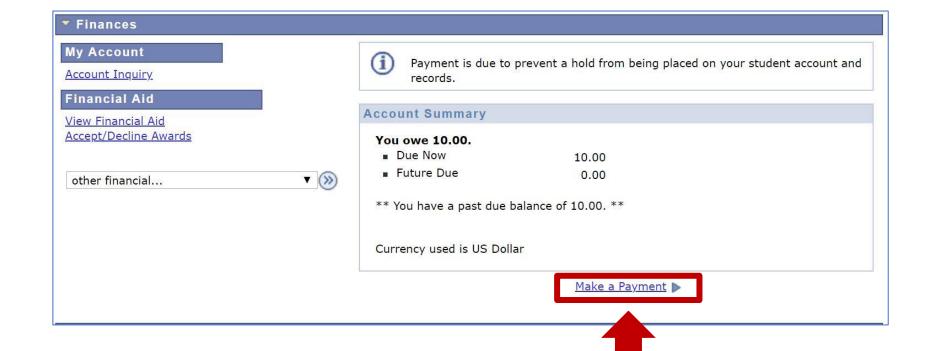


After clicking on "Make a Payment" you will be directed to this page where you are able to enter your 'payment amount'. Here you will enter the exact dollar amount you would want to pay.



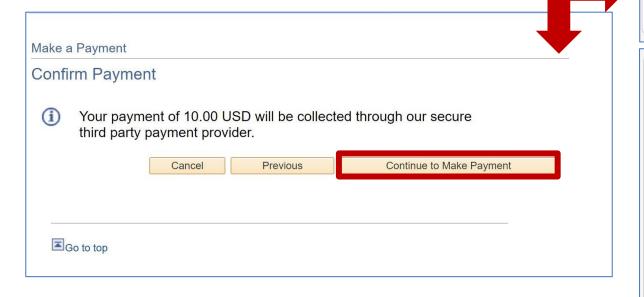
HOW TO MAKE PAYMENTS

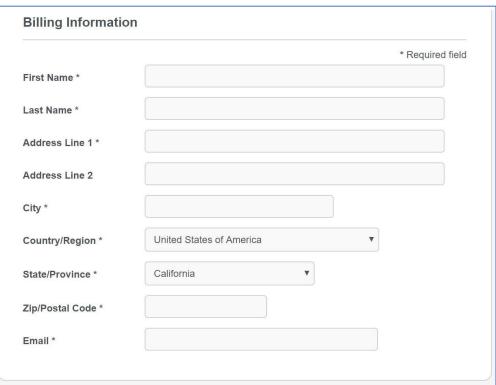
• If you need to make a payment, you will see an Account Summary on your Student Center home screen. Here you will be notified how much your bill is and when it is due. Click on "Make a Payment" to continue with the payment process.



CONFIRM PAYMENT

After you enter the payment amount you will be directed to a page where you will be asked to Continue to Make Payment. Click on that and then you will be directed to another page that will have you put in your Billing Information—full name, address, email, and credit card information.

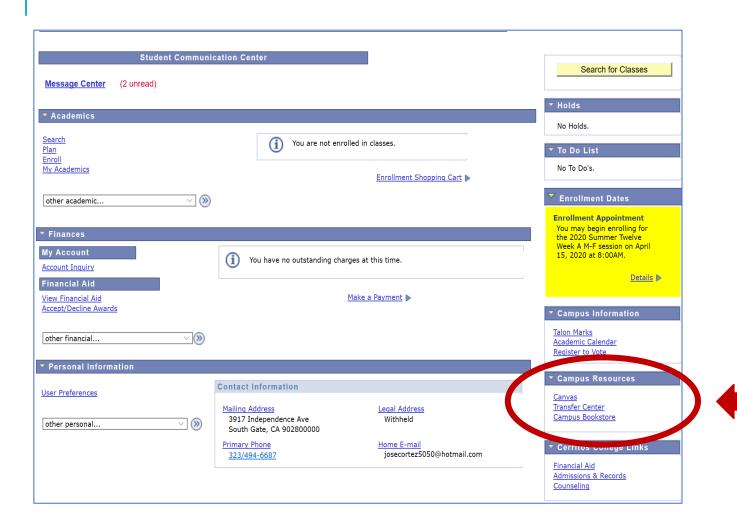




| Card Type * | | | |
|-------------------|---|-------------------|--|
| | VISA Visa | Mastercard | |
| | AMEX Amex | DISC VER Discover | |
| | | | |
| Card Number * | | | |
| Expiration Date * | • | v | |
| | This code is a three or four digit number printed on the back or front of credit cards. | | |



HOW TO ACCESS THE BOOKSTORE

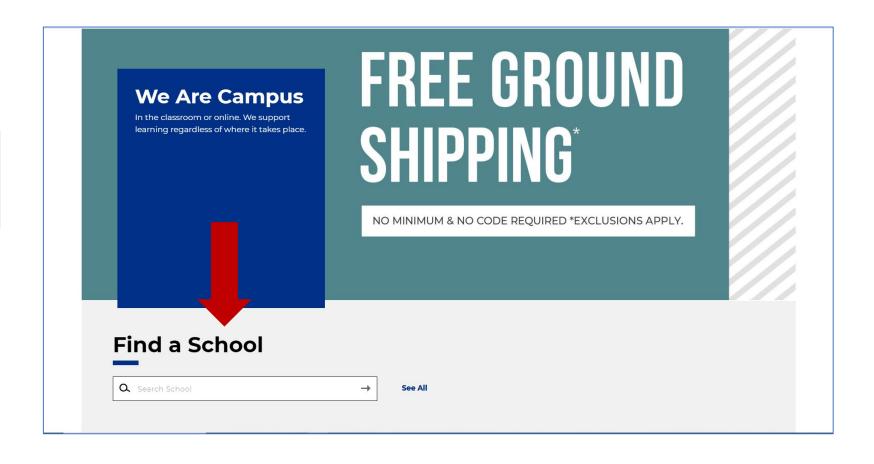


- You can access the bookstore from your Student Center page.
- Under "Campus Resources" box "Campus Bookstore" is listed.
- Click on the link to go to the Cerritos College Bookstore website.

BOOKSTORE PAGE

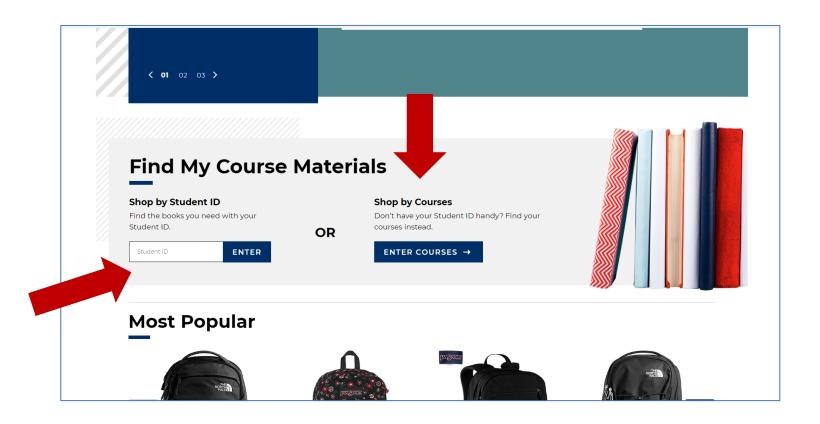


Choose your school, in this case you will search for Cerritos College.





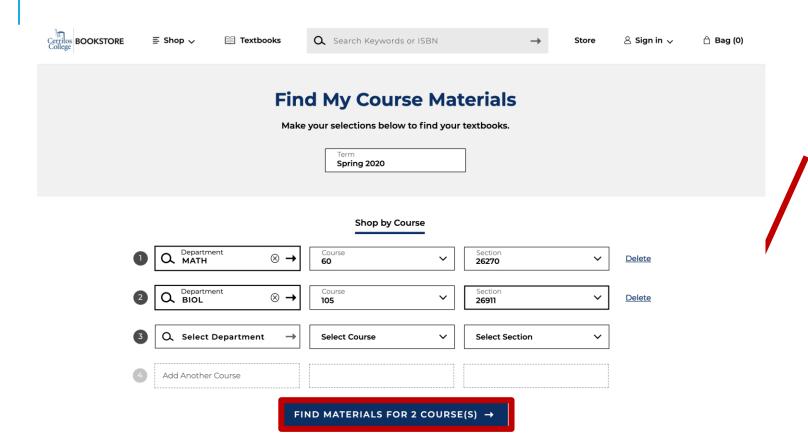
FIND COURSE MATERIALS



You can shop for materials by using your seven-digit Cerritos College student ID or by enter your courses one by one.

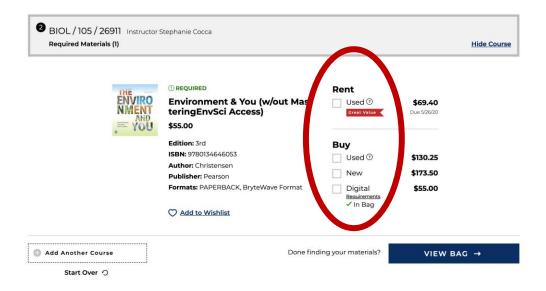
FIND COURSE MATERIALS

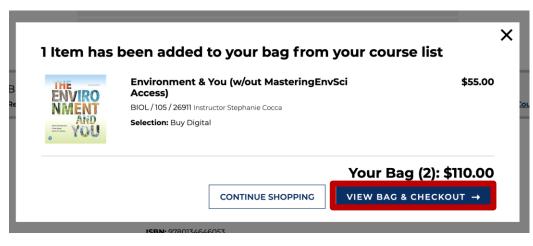




- If shopping by course, you will search and choose the courses on your schedule by section number.
- Add all your classes on your schedule and click on Find Materials for 'X' Courses.

BUYING COURSE MATERIALS







- Select the book you would like to purchase
- Add it to your bag
- When all your course materials are in your bag, "View Bag & Checkout"



THANK YOU!

Contact any of our Site Bridging Liaisons

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