

OFFICIAL ENROLLMENT FORM

This course is for college credit. All attendees are **required** to have an active or have submitted a San Diego Miramar College application prior to attendance. If you have not applied within 6 months, scan the QR Code below to (re)apply.

Please type or print clearly. **Answer each field completely.**

See guide on the back of the form for assistance.

Legal Last Name _____

Legal First Name _____

Middle Name _____

Other Names Used _____

10-Digit Numerical
SDCCD Student ID# _____

Date of Birth _____

Social Security # _____

Email Address _____

Phone Number _____

Course Number _____

Sponsoring Agency

- ☐ Carlsbad PD
☐ Chula Vista
☐ Coronado PD
☐ CSUSM PD
☐ El Cajon PD
☐ Escondido PD
☐ La Mesa PD
☐ National City PD
☐ Oceanside PD
☐ SDCCD PD
☐ San Diego PD
☐ SD Harbor PD
☐ SD Sheriff's Dept
☐ SD Unified School District PD
☐ SDSU PD
☐ Other-**SEE BELOW***

Signature

Date

If your sponsoring agency was listed above, please submit your form.

***If it was not listed, please complete ONE of the sections below.**

Sponsoring Agency Billing Information

We will do our best to coordinate tuition fees with your agency. However, if we are unable to successfully collect payment, your student account may be affected.

Name of Agency _____

Street Address _____

City _____

State _____

ZIP Code _____

Contact Name _____

Phone Number _____

Email Address _____

OR

Self-Pay / Un-sponsored

I am financially responsible for any and all fees associated with this course. I understand that failure to pay these fees may prevent my ability to obtain official transcripts/certificate.

Signature

Date



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Form Instructions

It is important to answer **each** field clearly and completely, as accredited courses are mandated to State and Federal reporting. All CPT/ADJU Inservice courses require an application and enrollment to San Diego Miramar College. This form will be used to enroll you in a college credit course and coordinate associated fees.

Legal Last Name: Enter Legal Last Name, as it appears on your government issued identification documents.

Legal First Name: Enter Legal First Name, as it appears on your government issued identification documents.

Middle Name: Enter Legal Middle Name, as it appears on your government issued identification documents.

Other Names Used: Enter **ALL** shortened, nicknames, or former last names that have previously been used.

SDCCD Student ID#: Enter your NUMERICAL 10-Digit User/Student ID# (ex 55500##### or 000#####)

Please note: User/Student ID number does **not** include any alpha characters.

Troubleshoot

1. Verify that your application was successfully submitted by visiting [CCCApply](#) and checking your "My Applications" tab. Your application should be listed under the "Submitted Applications" section. If it is not, please submit an application to San Diego Miramar College ASAP. Scan the QR Code to submit a current application.
2. Check your email (and spam folder) for a "Welcome to mySDCCD" invitation sent from studentsrvcs@sdccd.edu.
3. If you are still unable to locate your User/Student ID#, **please text your Full Name and Date of Birth** to (858) 522-0188 to request your Student ID.

Date of Birth: Enter your birthdate, formatted mm/dd/yyyy.

SSN: Enter your Social Security Number or Tax Identification Number. This is required for state & federal reporting.

Email Address: Enter the same email address that was used in your application or student record.

Phone Number: Enter your phone number that was used in your application or student record.

Signature: Sign to certify that the information provided is true to the best of your knowledge and authorizes Admissions Representative to enroll student/recruit into course(s).

Date: Enter current date.

Course Number: If provided to you.

Sponsoring Agency: Indicate your sponsoring/employing agency, (if listed)

IF you are Self-sponsored OR your agency is not listed, select "Other" and complete ONE of the following sections, as it relates to billing incurred tuition fees.

Agency Billing Info: If your sponsoring agency was not listed, please enter the agency's billing and contact information.

Self-Pay: If you are Self-sponsored (responsible for your own fees), a signature and date are required. Payment options will be emailed to you after course enrollment has been completed.

Admissions Contact Information:

Rose Marine | Text (858) 522-0188 | Phone (619) 388-7575 | Email rmarine@sdccd.edu