

## FREQUENTLY ASKED QUESTIONS

### **Q: How do I apply to the Santa Rosa Junior College (SRJC)?**

A: Complete an application at [www.santarosa.edu](http://www.santarosa.edu). Be sure to keep your student ID # (SID#).

### **Q: What is my Student ID# (SID#)?**

A: After you submit your application to SRJC, you will receive three emails. One of these emails will include your 9 digit Student ID#. Be sure to write this down and keep it.

### **Q: What is my SRJC Pincode?**

A: The first time you log into your portal your Pincode will be your birthdate (MM/DD/YYYY). Once you enter your birthdate the system will prompt you to create your own Pincode. You can create any Pincode that is 8 characters or more. Be sure to create a Pincode that you will be able to remember.

### **Q: What is Priority Registration?**

A: Students are able to register in different priority levels. Priority 1 gets to choose classes and register first.

### **Q: How do I qualify for priority registration?**

A: Students earn priority registration by completing these steps.

Step 1: Apply to SRJC

Step 2: Complete Assessment (This step is met by your high school GPA)

Step 3: Complete Orientation

Step 4: Create an Education Plan with a Counselor

Step 5: Enroll in Classes

### **Q: Which email should I use for communication with SRJC?**

A: We recommend creating a personal email address that is separate from your high school email address since that will be deactivated after you graduate.

**Q: How do I get services from the Disability Resources Department (DRD)?**

A: Visit the website below to download the necessary forms. Follow the instructions on the website for how to submit the forms.

<https://drd.santarosa.edu/getting-started>

**Q: Do I need a new IEP for my classes at SRJC?**

A: No. Once you graduate from high school, you no longer have an IEP. In college you will receive accommodations under the Americans with Disabilities Act (ADA), which is a different law than the K-12 system (IDEA). Many of your accommodations will remain but some will change. You will discuss appropriate accommodations with your Specialist when you meet with him or her in DRD. Your IEP can provide DRD with helpful information about the accommodations you have used in the past and ways we can support you.

**Q: How can I participate in Transition to College?**

A: To participate in Transition to College you will need to have a student ID# for SRJC. You will also need to submit paperwork to the Disability Resources Department.

**Q: What is Canvas?**

A: Canvas is the online information system that SRJC uses to communicate course information with you. In your classes, Canvas can be used to submit assignments online, keep in touch with your instructors and access information about assignments and grades.

**Q: What is my SRJC Portal?**

A: All students at SRJC have a portal once they have submitted an application. You can log into your portal from the SRJC website at [www.santarosa.edu](http://www.santarosa.edu) and access your grades, Education plan, placement results, Priority registration time and registration each semester.

**Q: Which campus should I mark when I fill out the “Authorization to Release Information” form in the DRD Intake Packet? (I plan to attend classes on both campuses throughout my time at SRJC.)**

A: The disability specialists in Santa Rosa and Petaluma can help you regardless of which campus you attend. We recommend choosing the campus that is easiest for you to access for check-in meetings.



**Q: How do I schedule a meeting with a Disability Specialist?**

A: Once your intake packet is received, the DRD will call you to schedule a meeting with a disability specialist. Parents/Guardians are welcome to attend. This meeting is required to participate in the Transition to College program and to receive services from Disability Resources.

**Q: How do I complete my placement tests?**

A: You will be automatically receive an English and math placement based on your high school GPA and the highest level of English and math that you completed in high school. You report this information on your application to SRJC when you apply.

**Q: How do I complete an orientation?**

Complete an online orientation through your student portal.

1. Go to the SRJC website at [www.santarosa.edu](http://www.santarosa.edu)
2. In the top corner click on "Login"
3. Select the option for "Student portal"
4. Enter your student ID# and your password. (If it is your first time logging into your portal your password will be your birthdate)
5. In your portal, select the "Admissions and Registration" section
6. Click on "Online Orientation" and it will take you to a Canvas webpage.
7. Click on "Modules" and start at the top of the list.
8. You will be able to click through each module. It usually takes about 60 minutes. If you need to take a break at any point, it will save your place and you can log back in another time.

Once you complete all the modules you will be directed to schedule an Ed Plan workshop. We recommend that you schedule a DRD Ed Plan Workshop though the DRD website. At this workshop, we will work with you to develop your Education Plan.

**Q: How do I get an education plan?**

A: After completing the online orientation, you will need an Education Plan. You will schedule a DRD Ed Plan Workshop on the DRD website

To make the most of your meeting with a counselor: Review the current Schedule of Classes online at [classes.santarosa.edu](http://classes.santarosa.edu) and make a list of possible classes. Bring AP test scores or EAP test results, if applicable.

**Q: I forgot my SRJC ID number and pin code, how can I find out what it is?**

A: Go to the SRJC Portal Login webpage and click on “Help for Students.” Choose “SRJC Student ID Number” and enter your email and birthday (MM/DD/YYYY). Your student ID number will be emailed to you within a few minutes. Once you have your SRJC ID number you can go back and request that your pin code be emailed to you as well.