

TRAVELING ON YOUR REGISTRATION DATE?
TAKE THIS HELPFUL FORM WITH YOU.

EMERITUS INSTITUTE TRAVEL REGISTRATION WORKSHEET



Name: _____

Student ID #: _____ PIN #: _____
(PIN HELP AT BOTTOM.)

Semester: (Circle One) SPRING SUMMER FALL YEAR _____

My Registration Appointment Begins: _____
DAY DATE TIME (am/pm)

CLASSES I WANT TO ENROLL IN: (Be SURE there are NO "time conflicts" between classes!)

✓	Ticket #	Course Name	Day(s)	Time	Materials Fee?	Enrolled? (Yes or No)

TOTAL FEES DUE: (if applicable): \$ _____

- Payment forms accepted are check, money order or credit card (Visa, MasterCard, Discover).
- **IMPORTANT:** Payment **MUST** be received within FIVE (5) business days to avoid cancellation of classes.

PIN HELP:

- If a PAPER application is submitted, PIN is MONTH & DAY OF BIRTH in a 4-digit format. (EX: May 17 = 0517)
- If an ONLINE application is submitted, you chose your own PIN.

Either way, if your PIN isn't working, RE-SET IT:

- Go to www.saddleback.edu and click on MySite at top right.
- Enter your student ID number.
- At the bottom right, click "Forgot my PIN."
- At the next prompt, enter your student ID number.
- Enter your new 4-digit PIN in the next three boxes.

If you get a "See Administrator" prompt that your PIN can't be re-set call Admissions Office (949) 582-4555.
We recommend you use your month and date of birth (MMDD) as your PIN so Emeritus Staff can remind you of it.