



# EOPS Application Checklist

\*\*Must be submitted with application\*\*



**Application Period May 13, 2013 – June 27, 2013**

Name (Last, First): \_\_\_\_\_

SWC ID: \_\_\_\_\_

- I have applied for the Board of Governor's Fee Waiver (BOGW) for the **2013-2014** academic year. How long ago did you apply? (See application instructions on back)
- Within 1 week     Within 2-3 weeks     Within the month     Over a month ago

**All of the following items must be submitted with your application:**

**Please check one of the following:**

- I have registered for fall 2013 classes. Please provide a copy of your Registration Statement from WebAdvisor showing that you have registered in 12 units or more (wait-listed courses **DO NOT** count).

**Please note:** Students with DSS certification must be registered in 6 units or more and must provide a copy of their "Full Time Disclaimer" from the DSS office.

- I have NOT registered for fall 2013 classes.

**\*\* You must have your classes and BOGW by August 2, 2013 to be considered for EOPS in fall 2013,**

- Copy of Math and English/ESL assessment scores. You may request a copy in the Assessment Office.

**Please note:** If you choose not to submit assessment scores, then you must waive your right to qualify for an educational disadvantage through assessment criteria. Initial below.

**By initialing here, I choose not to turn in assessment scores and I waive my right to qualify for an educational disadvantage through my assessment scores: \_\_\_\_\_**

- Transcripts for **all other** previously attended colleges and universities, including those attended in foreign countries. Unofficial copies are accepted.

**Please note:** Foreign transcripts cannot be accepted unless they are evaluated.

- If you are a former EOPS student at Southwestern College, please check this box and include an EOPS petition with your application materials (available in the EOPS office).

**Any information you provide will be cross-checked with Southwestern College records.**

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

- Application is complete;
- Informed student that receipt of this application does not guarantee acceptance into EOPS;
- Student will be contacted at a later date (via email) regarding the status of their application.

## APPLYING FOR BOGW 2013 - 2014

1. Go to [www.swccd.edu](http://www.swccd.edu)
2. Under Student Services Tab, click Financial Aid, then Board of Governor's Waiver Application
3. Click on "Log On/Create Account" (top right hand corner) and follow instructions (Log on if you have an account; otherwise, click on "New User" and follow instructions)



3. Click on the "Money" tab
4. Scroll down and click on "Apply Now for BOG Fee Waiver" (#4)
5. IMPORTANT: Select the "Fall 2013– Spring 2014" option
6. Complete the application process

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## CHECKING BOGW STATUS IN WEBADVISOR

1. Go to [www.swccd.edu](http://www.swccd.edu)
2. Click on the "WebAdvisor" link on the right hand side of the page (Under E-Tools)
3. Click on the "Log In" tab at the top of the page
4. Enter your User ID and password and click "Submit"
5. Click on "Students" in the list on the right side of the page
6. Scroll down to the "Financial Aid" section
7. Under the Financial Aid section, click on "Financial Aid by Term"
8. Select "13/FA Fall 2013" in the dropdown box and click "Submit"
9. If you are receiving BOGW, then you will see the amount listed on this page

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## PRINTING REGISTRATION STATEMENT FROM WEBADVISOR

1. Follow steps 1 thru 5 in the instructions above to log-in to WebAdvisor
2. Scroll down to the Registration section
3. Under the Registration section, click on "Registration Statement"
4. In the drop down box, select "Fall 2013"
5. Click the "Submit" button
6. Go to the File menu on the top of the web page and click on Print