

International Student Pre-Orientation Checklist

Please follow these steps to successfully complete Pre-Orientation. It is important to complete the steps in the order they are listed below. Click on the [underlined links](#) to access all relevant pages.

- 1) Take the **ESL Survey and Math Survey, if required.**
 - a. All admitted students must take the ESL Survey unless:
 - i. Your native first language is English and you are from an English-speaking country.
 - ii. You are transferring directly from a US high school, college, or university. Language school transfer students must take the ESL Survey.
 - iii. You graduated from an overseas high school, college or university whose medium of instruction is English (must be listed on your transcripts).
 - b. **The Math Survey is optional for all students**, but recommended. If your major requires the Math Survey, and you have not done it, your academic counselor will request that you take it.
- 2) **Complete Pre-Orientation** by watching the videos and taking the quizzes. The entire pre-orientation program will take about 1.5 hours to complete. You may complete it at your own pace, but we recommend completing it as soon as possible so that you can register for courses. Please complete the program no later than 3 weeks before the start of the term to ensure a smooth transition.
- 3) After completing pre-orientation and **activating MyGCC**, please download and sign our **Pre-Orientation Completion Certificate** (located in the Pre-Orientation section of the [Admitted Students](#) page).
- 4) Send a copy of any required placement test results AND your Pre-Orientation Completion Certificate to gcciso@glendale.edu. **Please use the subject line: Pre-Orientation Completion.** Please provide all attachments **together in one email.**
 - a. **If you are a transfer student**, please attach a copy of your **I-94** (admission record only; do not provide the travel history pages). Please also log into **MyGCC** and update your local address in the US *before* sending us this email.
- 5) Upon verifying that you have completed the steps above (including the quizzes), GCC ISO will make an appointment for you to meet online with an academic counselor and register for courses.
 - a. Students transferring from a US college/university, please have a copy of your transcripts available when you meet online with an academic counselor.

Don't Miss Your Appointment! You will receive an email containing your counseling appointment details at your GCC Student Email within 3 business days of submitting all required materials. The appointment will be within 2-5 business days from the date we email you so please check your GCC Student Email regularly!