Instructions for Completing OnBase Guest Student Registration Form

Office of Information Technology

After clicking the Guest Student Registration Form link, the form will open. Click inside checkbox I'm not a robot.

You will be prompted to select images related to subject listed, i.e. taxis. After clicking each box with a taxi, click **VERIFY**.

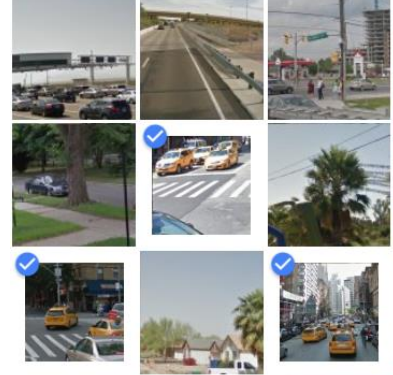Click this link for additional instructions: https://support.google.com/recaptcha/?hl=en

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Note: If your session has timed out, you will see **Verification expired** message. Click Im not a robot check box again to load another verfication challenge.

Once you have successfully passed the verification process, you can complete the Guest Student Registration.

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Guest Student - complete application with the following information:

1. Select **Term** for desired admission from drop-down.
2. Select **Title** from drop-down.
3. Key in **Last Name**, **First Name** (required), Middle, Maiden Name, or Suffix.

Guest Student Registration Form

I'm not a robot — reCAPTCHA — Privacy - Terms
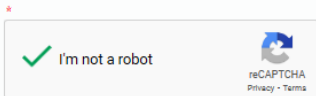
ENROLL

NOTE: Do not use this form to make name, address, or program changes. Contact the Office of Records and Registration at guestregistration@camdencc.edu to make changes to an application that has already been submitted.

Please check with our home college to verify course eligibility an credit limits prior to registration.

* Indicates required field.

1. Term for which you desire admission *

22/SPR

21/FAR
22/SPR
22/SMR

2. Title

3. Name

Last*

Doe

First*

John

Middle

Maiden Name

Suffix

Jr.

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4. Key in **Other Name** *(if applicable).*
5. Key in **E-mail** address.
6. Key in **Home Address** *(Address where you reside: do not use P.O. Box).*
7. Key in **Mailing Address** *(if different from Home Address).*

4. Other Name (if applicable)

Last

First

Middle

5. E-mail Address

*

JohnDoe@school.com

6. Home Address *(Address where you reside: do not use P.O. Box)*

Street*

123 A Street

Apt No.

B1

City*

Big City

State*

NJ

Zip*

12345–

7. Mailing Address *(if different from Home Address)*

Street

Apt No

City

State

Zip

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8. Key in **County** of Legal Residence.
9. Select **State** from drop-down.
10. Key in **Preferred Telephone Number**.
11. Check box if **NOT** an **International Student** (doing so requires SSN).
12. Key in **Date of Birth** or select year, month, and day from calendar.
13. Select Ethnicity *(required).*
14. Check Race *(not required).*

8. County of Legal Residence	* Gloucester
9. State of Legal Residence	* NJ ▼
10. Preferred Telephone Number	* 856-123-4567
11. Social Security Number Required except for international students	_ _

☐ **NOT International Student**

We are requesting your Social Security Number (SSN) for our system of student records as well as for compliance with federal and state reporting requirements. An SSN is not required to apply for admission, but not providing your SSN when applying for admission could result in a delay in matching materials submitted. The College will not disclose your SSN to anyone outside the institutions except as required by Law, and will make every effort to protect your privacy. Your social security number will be required at the of registration.

12. Date of Birth	* 1/1/2021
13. Ethnicity	* ○ Hispanic/Latino ⦿ Non Hispanic/Latino
14. Race (Check all that apply)	☐ **American/Alaska Native**
	☐ **Asian**
	☐ **Black or African American**
	☑ **Hawaiian /Pacific Islander**
	☐ **White**

15. Enter Course Information:
    Select Action codes for courses: **R**=Register**, A**=Add, and **D**=Drop. Please select one.

☐ **Click here for example:**

15. Please enter the course information below * (click check box below to see example).
Action codes for Courses: **R=Register, A=Add,** and **D=Drop.** Please select one.
Use the **Add** button to add additional course/s, or **Remove** button to remove course/s. *Click link to search for courses:* Student Courses   [Add]

Action Code*	Term*	Course No. *	Title*	Credits*	Days*	Times*	
R A D ○ ○ ○	▼						Remove

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Note: (Click check box above Action Code to show example.)

Note: Use the **Add** button to add additional course/s, or Remove button to remove course/s.

Note: there is a link to search for Student Courses that will open in separate window. Click subject, i.e. Accounting link.

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After clicking the Accounting link the list of courses will be displayed. Click link to view available sections.

ACC-104 Financial Accounting (3 Credits)

This course is a study of financial accounting emphasizing the accounting cycle, merchandising accounting, income measurement, valuation of assets, internal controls, accounting for long-lived assets, financial statement presentation and interpretation and accounting for stockholders' equity

Requisites:
MTH-029 - Must be completed prior to taking this course.
Offered:
All Terms

View Available Sections for ACC-104 ⌄

ACC-105 Managerial Accounting (3 Credits)

This course presents a study of cost systems used by management to control a business and to assist in improving operating results by use of cost accounting methods. The job order and process system will be studied as well as budgets, standard costs, cost estimates and direct costing techniques.

Requisites:
ACC-101 or ACC-104 - Must be completed prior to taking this course.
Offered:
All Terms

View Available Sections for ACC-105 ⌄

In the example below, after clicking **View Available Section for ACC-104** the semester section list of couses will be displayed. You will use this information to complete *section 15 (Enter Course Information).*

Requisites:
MTH-029 - Must be completed prior to taking this course.
Offered:
All Terms

View Available Sections for ACC-104

Fall 2021 Semester

ACC-104-02 +$
Financial Accounting

Seats	Times	Locations	Instructors
14	T/Th 9:30 AM - 10:45 AM 9/1/2021 - 12/20/2021	Blackwood Campus, Madison Hall 205 Lecture	Sarkisian, R

ACC-104-03 +$
Financial Accounting

Seats	Times	Locations	Instructors
8	M/W/F 10:00 AM - 10:50 AM 9/1/2021 - 12/20/2021	Blackwood Campus, Madison Hall 203 Lecture	Fortini, A

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Prerequisite Declaration: Check box that relates to your prerequisites or degree.

Certification: Check box to agree to certify that the above answers are true, correct and complete to the best of your knowledge.

Click **Sign Form**, then click **Submit**.