I've been to advising . . .
I have my schedule . . .
. . . Now What?

___Log In to Your Online Student Accounts from gateway.kctcs.edu:

Student Self Service – This is where you'll find your schedule, grades, registration for future classes, transcript information and other helpful information.

Email – Be sure to check your student email AT LEAST once a week. Gateway frequently communicates by email. You don't want to miss any announcements or individual messages from instructors or advisors.

Blackboard – This program enhances your classes outside of class time. Instructors can post class information and will tell you in class when to access it. If you are taking an online class, your class will run completely from Blackboard.

___Get Your Student ID Card: Take a copy of your schedule to any Gateway Library (located at each campus). They'll take your picture and print your ID card in no time!

___Get Books: Take your schedule to the Gateway bookstore, located at the Covington Campus on Amsterdam Road. They'll help you figure out which books you need. OR you can visit www.whywaitforbooks.com and order your books online. Both options will get you your book; do whichever is most convenient for you!

___Go to Class: Make sure you know all of the details about your schedule (start dates, times, locations). If you don't have a copy of your schedule, log in to Student Self Service. It is especially important not to miss the first day of class or you WILL be dropped out of that class.

___Don't Forget to Register for the Next Semester: Remember, the earlier your register, the better your schedule! Contact your advisor if you need assistance.

Next Semester _____

Registration Starts on _____

Gateway
Community & Technical College

KENTUCKY COMMUNITY & TECHNICAL COLLEGE SYSTEM