

Dear Prospective Student:

Thank you for your interest in the Spanish Certificates at Durham Technical Community College. Please, read carefully the attached information. We look forward to receiving your application soon.

Spanish Certificates Enrollment Information Durham Technical Community College

- **Step 1: Mandatory Information Session**
<http://www.durhamtech.edu/html/prospective/programsofstudy/spiinfosession.htm>
- **Step 2:** Complete the Durham Tech [admissions process](#)
- **Step 3:** Activate your **ConnectMail and Webadvisor** accounts. Once your enrollment application has been processed, you will receive an email or a letter with instructions on how to activate your student email and web registration accounts. For more information, call 919-536-7206.
- **Step 4:** Take the **Compass** test if applicable (candidates have to place out of English 090 and Reading 090 to be admitted to any of the Spanish Certificates)
- **Step 5:** Take the **Spanish Placement Test**
- **Step 6:** Take the **Computer Competency Test** (if you do not pass the test, you need to take CIS 110, Introduction to Computers in order to take courses in the Certificates)
- **Step 7:** Attend a **ConnectSession** orientation
<http://www.durhamtech.edu/html/current/orientation.htm>
- **Step 8:** After completing all the above prerequisites, please contact **your assigned advisor**. He/She will let you know what courses you qualify to take.
- **Step 9: Register for classes.** After communicating with your advisor, you will have permission to register on WebAdvisor, the online registration system, or on TECHLINE, the telephone registration system.