Hello Future SRJC Students!

My name is INSERT YOUR NAME and I am the instructor/counselor for your Ed Plan Workshop.This is a reminder that you signed up for the Ed Plan workshop on (INSERT DATE) at 4:30pm. The workshop will be (INERST BLDG. RM #) or (ZOOM Link)

In preparation for the workshop please: (in person)

* Make sure you have completed the ONLINE ORIENTATION. You can access it through the student portal then click on/open the “Admissions & Registration Menu” then click on “Online Orientation”
* Make sure your Engl and Math Placement info is correct in our system. To check log into your student portal. Click on/open the “Admissions & Registration Menu” then click on the “Placement Results link” Once open you can click on English and Math placement tabs to view. If it is blank or the information is not correct use this link [Update Your High School Records](https://idp.santarosa.edu/_layouts/PG/login.aspx?ReturnUrl=%2Fsso%2Fgo.ashx%3FSAMLRequest%3DfZJdT4MwFIb%252FCun9gPGxjWaQ4HbhkqnEoRfemAJno0lpsafo%252FPfC8GOauOu%252B53lPn5wlska0NO1MLe%252FhpQM01rEREunpISadllQx5EglawCpKekuvdlSz3Zpq5VRpRLEShFBG67kSknsGtA70K%252B8hIf7bUxqY1qkjtMqbZiwkUnDtEJmQ9U5u5oXhRJgahtROQPbc7K7XU6sdb8Ml2zA%252FkB41f4hDGMHZTOsj8TarGPyPC%252BLKlr4gR954WLmzyCc%252BdF%252BX7nzKCqDEPoYYgcbiaYnxcRzvWDiepNpmE9DGgQ0cJ%252BIlX3%252B7orLisvDZRXFGEJ6nefZZNz%252FETSedu8DJFkOQumpWJ8pvoxlX15JMgj4TyJ%252BS1w6ZzVjZ0tve%252B5mnSnBy3crFUK9rTQwAzGZEicZR37fQPIB%26RelayState%3Dss%253Amem%253A540ebbe4d00d87941efdeb2d77f87270b5e383b913f74579f40416df1677d9da) to update the info.
* Arrive early to find the building and classroom. (INSERT LINK to CAMPUS MAP)
* Make sure you pay for parking. (Machines located in the various parking lots).
* Bring pen/paper to take notes. We will cover a lot of information.
* **Bring your own computer if possible (tablets and phones are not ideal).**

**OR**

In preparation for the workshop please: (zoom)

* Make sure you have completed the ONLINE ORIENTATION. You can access it through the student portal then click on/open the “Admissions & Registration Menu” then click on “Online Orientation”
* Make sure your Engl and Math Placement info is correct in our system. To check log into your student portal. Click on/open the “Admissions & Registration Menu” then click on the “Placement Results link” Once open you can click on English and Math placement tabs to view. If it is blank or the information is not correct use this link [Update Your High School Records](https://idp.santarosa.edu/_layouts/PG/login.aspx?ReturnUrl=%2Fsso%2Fgo.ashx%3FSAMLRequest%3DfZJdT4MwFIb%252FCun9gPGxjWaQ4HbhkqnEoRfemAJno0lpsafo%252FPfC8GOauOu%252B53lPn5wlska0NO1MLe%252FhpQM01rEREunpISadllQx5EglawCpKekuvdlSz3Zpq5VRpRLEShFBG67kSknsGtA70K%252B8hIf7bUxqY1qkjtMqbZiwkUnDtEJmQ9U5u5oXhRJgahtROQPbc7K7XU6sdb8Ml2zA%252FkB41f4hDGMHZTOsj8TarGPyPC%252BLKlr4gR954WLmzyCc%252BdF%252BX7nzKCqDEPoYYgcbiaYnxcRzvWDiepNpmE9DGgQ0cJ%252BIlX3%252B7orLisvDZRXFGEJ6nefZZNz%252FETSedu8DJFkOQumpWJ8pvoxlX15JMgj4TyJ%252BS1w6ZzVjZ0tve%252B5mnSnBy3crFUK9rTQwAzGZEicZR37fQPIB%26RelayState%3Dss%253Amem%253A540ebbe4d00d87941efdeb2d77f87270b5e383b913f74579f40416df1677d9da) to update the info.
* Log on at least 5 min before the session starts to ensure your zoom is working properly
* Open ed plan documents (link provided here)
* Have pen/paper to take notes. We will cover a lot of information.
* **Log on from a computer** **if possible** (**tablets and phones are not ideal).**

I look forward to meeting you and let me know if you have any questions.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Counselor

Santa Rosa Junior College

email

phone number