

#### HOW TO REGISTER FOR CLASSES:

1. All students should register via their Student Portal. <https://centralaz.edu/student-portal/>
2. If you experience difficulty registering via the Student Portal, please complete the registration fillable form:

<https://centralaz.edu/wp-content/uploads/2020/03/Registration-Form-Rev.Mar2020.pdf> and email to [admissions@centralaz.edu](mailto:admissions@centralaz.edu)

\*\*\*Note: CNA125 NURSING ASSISTANT REGISTRANTS MUST FOLLOW THE PROCESS BELOW:

1. THE FORMS BELOW WILL GO LIVE AT 8:00 A.M. ON MONDAY, APRIL 6. NO REGISTRATIONS WILL BE ACCEPTED OR ALLOWED PRIOR TO THAT TIME.
2. Decide if you will register for a Summer 2020 course or a Fall 2020 course. You may attempt to register for both (to increase your chances at a seat).
3. Access the link below the term you wish to register. You will need to use the cut and paste function to paste the URL into your browser window.
4. Fill out all required information in the form and submit. Your submission will be date/time stamped.
5. SUBMIT ALL REQUIRED DOCUMENTS TO [ADMISSIONS@CENTRALAZ.EDU](mailto:ADMISSIONS@CENTRALAZ.EDU) WITHIN 3 HOURS. If you do not submit the required documents, you will not be registered in the course. For a list of required documents, visit <https://centralaz.edu/divisions-programs/nursing-division/nursing-assistant/> (see "Student Preview Information").
6. You will receive an email to your CAC student email once your registration is complete.
7. When all CNA classes are full and the waitlist has 10 students, the registration links below will be removed.

#### CNA125 - Summer 2020 Registration

<https://forms.office.com/Pages/ResponsePage.aspx?id=-NY-VARRIOaSTap2AF50qWoi6dW8MwJLtieXymQ7E7pUOUVUNVJGOVlaT1NWSThRV0RCU0NYUTFEUS4u>

#### CNA125/CNA125A - Fall 2020 Registration

<https://forms.office.com/Pages/ResponsePage.aspx?id=-NY-VARRIOaSTap2AF50qWoi6dW8MwJLtieXymQ7E7pURFo5VDFOMjcyTVdENDg0RFIzMVhITEZUVy4u>

#### HELPFUL CONTACTS AND INFORMATION

CAC Remote/Online Services for Students: <https://centralaz.edu/remote-online-student-services/>  
[accountsreceivable@centralaz.edu](mailto:accountsreceivable@centralaz.edu) Student Account Services (Cashier's/payments/questions on payment plan)

[finaid@centralaz.edu](mailto:finaid@centralaz.edu)

Financial Aid

[centralhelpdesk@centralaz.edu](mailto:centralhelpdesk@centralaz.edu)

Student Services Help Desk (general questions) (Also: (520) 494-5111)

[ithelp@centralaz.edu](mailto:ithelp@centralaz.edu)

IT Support (Also: (520) 494-5678)

#### IMPORTANT NOTE

\*Use your CAC student email for all communication with the college. If you need help logging in to your student email account, please email [ithelp@centralaz.edu](mailto:ithelp@centralaz.edu) or call 520-494-5678