Dr. Teresa J. Kelechi is an Associate Professor of Nursing at the Medical University of South Carolina (MUSC). She received her bachelor of science in nursing degree from Kent State University, her master of science degree in gerontological nursing from Case Western Reserve University and her doctorate in nursing from University of South Carolina/Medical University of South Carolina. She is a board certified gerontological clinical nurse specialist and a certified wound care nurse. Among her numerous memberships, Dr. Kelechi is a member of Sigma Theta Tau, Wound Ostomy Continence Nurses Society, and the Society for Vascular Nursing. She has been awarded the Sigma Theta Tau Gamma Omicron Chapter New Investigator Award, South Carolina Nurses Foundation Ruth A. Nicholson Research Award, and the South Carolina Nurses Association Excellence in Practice Award. Dr. Kelechi's research interests include the use of infrared thermometry to detect the potential for stasis ulcer development in individuals with chronic venous disorders. She is also pursuing a clinical intervention for the prevention of leg ulcers related to chronic venous disorders. Clinically, she has an active foot and wound care practice at MUSC. She also developed a DVD series related to foot care. Dr. Kelechi is a frequent national lecture on topics related to venous disorders and foot care. She is the past recipient of grant award from the National Institutes of Health, National Institute of Nursing Research, and the American Nurses Foundation.

She teaches in the undergraduate, graduate and doctoral programs at the College of Nursing and is the the Director of Protocol Support and Coordination, General Clinical Research Center, Medical University of South Carolina.
Spring Registration & Billing Info

Choose One Of The Following Registration Methods:
• Online registration, see instructions on next column.
• Call PCC Registration at 503.977.4933
• Fax Registration form to 503.977.4988
  or mail to: Portland Community College
  PO Box 19210, Portland, OR 97280-0990

Will I receive a bill?
Payment is due at the time you register. Those who register on-line will receive only electronic bills. Confirmation of class registration is assumed once you register; you will not be sent written confirmation. You can access all your student account information by logging in to MyPCC, PCC's new on-line student information system at www.pcc.edu/mypcc

How do I pay for my class?
You can mail your payment in the form of a check to: PCC-Business Office, PO Box 19000, Portland, OR 97280-0990; or if you prefer to use a credit or bank card, you can do so at www.pcc.edu through MyPCC and PCCPay. You are responsible to ensure that your account is paid in full by the due date even if you do not receive a bill.

What is PCC-Pay?
PCC makes it fast and easy to pay for your class online! Our new PCC-Pay system allows students to view and pay their bills online, as well as keep track of their classes. With PCC-Pay, you can also:
• Authorize others to view and pay bill online
• Pay by eCheck (checking/savings) or bankcard (Visa/ MC)
• See your current account charges or billing history
• Get immediate eMail notification of all online activity

Registration Policies and Tips:
• Students are personally responsible for dropping or withdrawing from their classes even if they do not attend. No charges will be removed if you drop after the refund period.
• REFUND drop period deadline is one day before class begins. (Unless otherwise stated in course description.) If you do not attend or stop attending classes and fail to withdraw by the refund drop dead-line, you will still be responsible for tuition and fees.

On-Line Registration Procedures:

OK, let's get started. First, decide what classes you want to take. Write down the five-digit CRN (course reference number) and the title for each class. Now you’re ready to register. Start with 1a if you are a new student to PCC, and 1b if you have taken a class at PCC within the last two years.

1a. If you are a new PCC student:
Please fill out the online request for registration form. Go to www.pcc.edu then under “quick links” find the registration bar and click the yellow button to get you there. Once there, click on Online Non-Credit Application and Registration form, then in the second paragraph, click on “online request for registration form” and follow steps as directed. If you have questions, please call the Registration Helpline, 503.977.4933. Your registration will be received by the Registration Office and will be processed within 2 business days. If your selections are not available someone will contact you. If you don’t hear from someone, please attend your classe(s). Any questions about this registration can be answered by calling 503-977-4933 - the Registration Helpline.

OR

1b. If you have taken a class at PCC in the last two years
You may register by going to www.pcc.edu - select MYPCC
Or go directly to: https://my.pcc.edu/cp/homdisplaylogin
Enter your username and password. Click “login”. If you need help or can’t remember your username or password, click on Login Help, under the login button.

2. Once you have logged in,
click on the “College Business” yellow tab.

3. Use the Registration Services Channel to register
Click on “register for classes” - select the term you wish to register for, click submit. Click on Add/Drop classes to register - enter the CRN(s) for the course(s) you wish to register for or add. Then click on submit changes at bottom of page. If one of your requests is filled or cancelled, the system will tell you. Click on the “Class Search” button to look for another class without leaving the secure system.

4. The Add/Drop Classes Screen
Use this screen also to add or drop classes for which you have already registered. To drop a class that’s listed here on your schedule, click on the popup menu in the Action column and change “None” to “Web Drop.” This menu also indicates the refund status of this class at the current time.

5. PCC-Pay
Click on the PCC-Pay at the bottom of the Add/Drop page. Select in side bar menu, “User Preferences” to find your PCC email address or to add your own personal email address. You may then proceed to “Make Payment” and follow directions.
Registration Form for Non-credit and CEU classes (please use black ink)

PLEASE NOTE: PAYMENT IS DUE AT THE TIME OF REGISTRATION

Part A: Student Information

Today's date: ______________________________

Status:  □ New PCC Student  □ Currently Enrolled at PCC

Providing your social security number is voluntary. If you provide it, the college will use your social security number for keeping records, doing research, and reporting. If you choose not to provide your social security number, you will not be denied any rights as a student. Please read the statement in the PCC Schedule of Classes, which describes how your number will be used. Providing your social security number means that you consent to use the number in the manner described.

Social Security or ID number: ____________________________________________________

Name: ___________________________________________ Last               First               MI

Mailing Address: ____________________________________________

City                                               State                                               Zip

Telephone Number: ____________ Day                          ____________ Evening

Birth Date: ____________ Month / Day / Year               Gender:  □ Female                      □ Male

High School: ____________________________________________

Name of School                                               City                                               State                                               Year Graduated

E-Mail Address: ____________________________________________

PCC is committed to affirmative action goals and would appreciate your response to the following. Please choose only one.

□ African American²  □ American Indian/Alaskan Native²  □ Asian/Pacific Islander²  □ Hispanic²  □ White²  □ Other²  □ Prefer not to answer²

Citizen Type:  □ U.S. Citizen²  □ Resident Alien/Refugee/Immigrant²  □ F Student Visa²  □ B Tourist Visa²  □ J Visa Type²  □ Other, Enter Visa Type²

Fax registration to: 503.977.4988

Mail registration to: Portland Community College

PO Box 19210

Part B: Course Requests for Fax or Mail Registration (Also complete Part A, above).

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Paying by:  □ VISA  □ MasterCard

Card No: ____________________________________________

Expiration Date: ____________________________________________

Signature: ____________________________________________

Name on card: ____________________________________________

Your schedule and bill are available electronically through https://my.pcc.edu. Paper copies of your schedule are available upon request through the campus registration office or by calling 503 977-4933. Paper copies of the bill are available upon request through the campus business office. You will be contacted if your class is filled or cancelled. If you have not received a letter or call telling you your classes were not available, please go to class. Or you may verify your enrollment on the web at https://my.pcc.edu.

My enrollment with Portland Community College will signify my consent to and acceptance of all policies and procedures governing my enrollment, including financial liability. If I fail to remit payment when due, I will promise to pay to PCC all reasonable costs for collection, including collection agency fees.