URGENT NOTICE

Our records indicate that you have listed **BIOMEDICAL DEVICE MANUFACTURING CERTIFICATE** as your program of study. Some certificate and other programs listed in the catalog may not meet eligibility requirements for federal and/or state financial aid. The **BIOMEDICAL DEVICE MANUFACTURING CERTIFICATE** program is one of the programs that is not an eligible for financial aid at Ventura College. At this time, we recommend that you review the list of programs and determine if you need to select another eligible program of study.

In order to clear this document hold, you must do the following:

1. If you do plan to pursue **BIOMEDICAL DEVICE MANUFACTURING CERTIFICATE** as your program of study, the document hold will stay on your account and you will not be eligible for federal financial aid funding for this program. If you are otherwise eligible for the Board of Governor’s Fee Waiver, this eligibility will remain on your account.

   or

2. If **BIOMEDICAL DEVICE MANUFACTURING CERTIFICATE** is no longer your program of study, please update your program accordingly. Please note, not all programs offered at Ventura College are eligible for federal and/or state financial aid. For a list of eligible programs please visit our [website](http://www.venturacollege.edu/finaid).

Instructions on how to update my program of study on my student portal (**MyVCCCD**):

- Log onto your student portal **my.vcccd.edu**
- Once logged on click on the “my college” tab
- Look for the box that says “my student records” and click on “update college, program and goal” link
- Once you click on “Update College, program and goal” it will take you to a separate page where you have to select a term
- Select the term you are trying to update (ex. Fall 2015)
- Once you click on the term year you want to update it will take you to a new page where it will show your old major. Below there will be a section called “New Selection for Fall 2015” here you will be able to change your major and update your educational goal if needed.

Should you need further assistance or guidance in selecting the appropriate program of study, please contact your appropriate academic counselor:

- General Counseling office at (805) 289-6488,
- Extended Opportunity Programs and Services (EOPS) program at (805) 289-6302
- Educational Assistance Center (EAC) at (805) 289-6300

Once you select an eligible program of study, the Financial Aid requirement will automatically be satisfied and your financial aid process will continue.