

Online Registration - Semester 1, 2020-2021 opened until July 3, 2020

Step #1 [Online Registration Video](#)

Step #2 Go to <https://easi.shjc.edu.bz> and enter your SHJC username and password.

Follow your program sequence:

First register for the Pre-College Courses (as indicated from your Placement Scores) then select courses listed in the Year 1 Semester 1 section.

[View Course Listing](#) for Semester 1, 2020-2021.

For classes that are fully **Online**, you must have access to the following:

1. Home Internet (data on phone is not enough)
2. Electronic Device (smart phone, tablet, laptop/desktop computer)
3. Active SHJC School Email

Step #3 After you have selected your choice of courses for the semester, click **Proforma Invoice**, download and print.

Advisors' Assistance If you need assistance with your program or advice for registering, please contact an advisor from your program at the following email address. Responses will be sent **Monday to Friday from 9:00 am to 5:00 pm.**

Department	Email
Business and Accounting Programs	business_department@shc.edu.bz
Computer Technician Program	it_department@shc.edu.bz
Natural Resource Management, Biology, Chemistry and Biology and Chemistry Programs	science_department@shc.edu.bz
Arts in General Studies Program and Pre-College Tertiary Program [ACE]	generalstudies_department@shc.edu.bz

Tourism Management Program	tourism_department@shc.edu.bz
Primary Education and Early Childhood Education Programs	education_department@shc.edu.bz

For issues **logging in** send message to registrar@shc.edu.bz

For issues with being financially blocked send message to accounts@shc.edu.bz

(Kindly note that students will be removed from registered classes if there is a balance owing for the Spring 2020 semester.)

Payment of Tuition and Fees

Students are advised to pay all tuition and fees by **Thursday, August 13, 2020** at:

1. **Belize Bank: Account Number: 121666010120001**
2. **Scotiabank: Account Number: 9137353 (online only)**
3. **Atlantic Bank: Account Number: 100158632**

Please present the printed invoice with ID and Name when making payments at the bank.

A copy of bank receipts **MUST** be sent to the ACCOUNTS office via accounts@shc.edu.bz by or before Thursday, August 13, 2020.

Printed schedules will be available from August 17-27, 2020 during office hours at the JC office for the following students who have:

- a] Made FULL payment of tuition and fees NOT exceeding \$700
- b] Made a minimum payment of \$700 for tuition and fees exceeding \$700 (MUST STILL do payment plan)
- c] Received an APPROVED scholarship/GOB grant/Student Loan.

Payment Plan

Students who require a payment plan, please make an appointment at 824-2102 or 824-3759 as there are limited interview slots per day.

Note:

1) A Non-refundable fee (\$50 registration fee, ID fee of \$7.50 and a security fee of \$50, Fundraising \$20, JC Dev. Fund \$25, T-shirt Fee \$20m Student Insurance \$16) will be charged to students who register and **DO NOT** officially withdraw by **Thursday, August 27, 2020**

2) Classes with **less than 18 students** may be cancelled.

3) Fall Semester Classes begin on **Monday, August 31, 2020.**