



# STEP BY STEP GUIDE: CREATING OPENCCC ACCOUNT

<https://www.sbccc.edu/dualenrollment>

## For Students: Apply and Register

Taking SBCC classes at the SBCC campus  
or online

Taking SBCC classes at my high  
school

1. Menu: **For Students: Apply and Register**
2. Next, select where you are taking the course(s)
3. Scroll down and **to Step 2: Apply to SBCC**
4. Next click **"To be redirected to CCCApply"**

5. If you have not previously applied click **"Create My Account."**  
If you have previously applied to college, use your original CCCApply username and password to Sign In or retrieve you login information.

**Having trouble logging in? Call CCCApply at (877)247-4836.**

6. next click, **Begin Creating my Account**
7. Complete your account information carefully and professionally
8. The college **does not require SS# or ITIN#**, you may check the small box that says "Do not have social security number." If you are not required to have a SS# because you are an international student, nonresident alien, or other exception click the second box as well.

☒ Check this box if you **do not** have a Social Security Number or Taxpayer Identification Number, or decline to provide one at this time.  
International students, nonresident aliens, and other [exceptions](#), may not have a Social Security Number (or Taxpayer Identification Number) and should check this box.

☐ I am an international student, nonresident alien, or other exception, and I do not have a Social Security Number or Taxpayer Identification Number.  
Check this box if you are an international student, or other legitimate exception, and not required to have a Social Security Number or Taxpayer Identification Number.

9. Add your email address (preferably not your school one), phone # and permanent mailing address. Click continue.
10. Make sure you choose a professional and easy to remember username, password, four digit PIN#, security questions
11. Click "I am not a robot" and then click *Create My Account*. Write down the CCCID#.
12. Click Continue, and next you will start the *Application for Admission*

**\*SAVE YOUR USERNAME & PASSWORD!  
YOU WILL NEED IT FOR ALL FUTURE SBCC CLASSES**





# STEP BY STEP GUIDE: APPLICATION FOR ADMISSION

Visit: <http://www.sbccc.edu/admissions/application.php>

Start A New Application

- 1. Select Start a New Application
- 2. Select the Term in which you will be taking the class(s)  
Ed Goal: **Complete credits for high school diploma or GED**  
Intended Major/Program of Study: **Dual Enrollment Student**

Welcome

Enrollment Information

Term Applying For

Summer I (May 17- June 26) Summer II (June 28 - August 7) (May 17, 2021 to August 07)

Educational Goal

Complete credits for high school diploma or GED

Intended Major or Program of Study

Dual Enrollment Student

Save Continue

- 3. Verify Account Information
- 4. Parent Guardian Info: If none applies, list parent name
- 5. Current Mailing Address:

☒ My mailing address is the same as the Permanent Address in my OpenCCC Account above

- 6. Education: College Enrollment Status **Enrolling in high school (or lower grade) and college at the same time**  
High School Education: **Will be enrolled in high school (or lower grade) and college at the same time**  
Last High School Attended: ☒ I attended high school. \*find your current school  
College Education: No degree

- 7. Citizenship: Select your status.  
\*If undocumented, select "Other" and click the small box ☒ No documents

- 8. Residency: Has your parent or guardian lived in Cal continuously? "Yes"  
Special Residency Categories: should be "No" unless you are a foster youth/ward of the court.  
Out-of-state Activities: should be "No."

- 9. Main Language: "Yes" **Are you comfortable reading and writing English?**

- 10. Financial Assistance: "No"  
Athletic Interest: "No"  
Program and Services : Leave blank

- 11. Enter Demographic Information

- 12. Supplemental Questions: **Future Transfer Plans**  
**No transfer plans (Sin planes para transferir)**

- 13. SBCC Promise: **No, I do not consent/I am not eligible**

- 14. Review your Responses

- 15. Consent to Release Information:  
"I Consent" ☒ I consent ☐ I do not consent

- 16. Submit your Application: click the boxes

☐ By Checking here, I, Victoria Vaquero, declare that:

☐ By Checking here, I, Victoria Vaquero, acknowledge understanding that:

## Confirmation

Your application for admission has been submitted to Santa Barbara City College. Thank you.

Name	Ricardo James Lopez
CCCID	AEU1126
College Applied to	Santa Barbara City College
Term Applied for	Spring 2015
Email Address	ricardojames@gmail.com
Submission Date & Time	01/12/2015 2:37:00 PM
Confirmation Number	1307042

**Congratulations!** You have now completed the SBCC application for admission. Please save for your records.  
Your confirmation page should look like this.