SBCC Spring 2023 - Application Steps

GENERAL STUDENT ENGLISH GUIDE

STEP 1

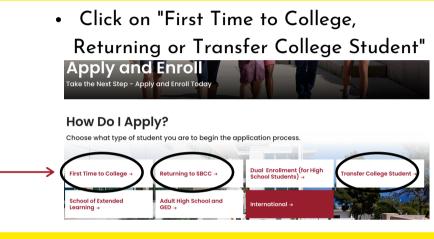
• Go to sbcc.edu (DO NOT use Internet Explorer)

STEP 2

 Scroll down and click on "Apply and Enroll"



• Click on "Apply to SBCC"



STEP

3

STEP 4



STEP 5

- Click on "Create an Account" or "Sign In"
- In this example we will click on "Create an Account"
- If you already have a CCC-Apply Account skip to Step 9

Application for Admission to College

Before applying to college you must first have an OpenCCC account.

The OpenCCC single sign-in account allows you to access the online services of the California Community Colleges.

OpenCCC is a service of the California Community Colleges Chancellor's Office. The information in your account is kept private and secure.

Create an Account or Sign In

CCC-APPLY SUPPORT

If you have any issues logging in contact CCCApply directly at 1-877-247-4836

STOP! READ! UNDERSTAND!

- You MUST use your Legal Name (name listed on your birth certificate)
- You will need to know the following information:
 - Your date of birth
 - Your Social Security Number
- If you do not have a Social Security Number (SSN) or Taxpayer Identification check the appropriate boxes
- Some International, Nonresident Students or other students may not have a SSN
- If you do not have a Social Security Number (SSN) or Taxpayer Identification you must also complete an AB540 Form and submit the form to the SBCC Admissions & Records Department
- Click on "Create an Account"
- In the next section you will create your CCC-Apply Account OR "Verify an Existing Account"
- Important: This is NOT the same as your SBCC Pipeline Account

STEP 6

Create Your Account

identity and keep your account secure

Use mobile phone instead

Email

Enter your email address to begin creating your California Community Colleges student account. You will receive a code via email to verify you

Email My Verification Code

Back to Sign In

	A verification code has been sent to mizc*****@yahoo.com. Please enter the verification code to verify your account. If you did not receive the code in your inbox, check your spam or junk folder.
	Verification Code
\longrightarrow	

Didn't receive an email? Resend email

Verify Email

Back to Sign Ir

Verify Your

Account

STEP 7

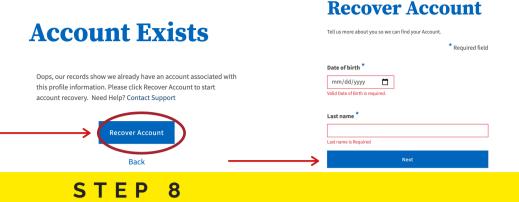
- Next complete the 3 sections to successfully create a CCC-Apply Account
- Click on "Next" after completing each section to continue to the next

Contact Informa	tion			Step 2 Personal Informa	ation		
Please enter your Contact Informatic	n in the following fields.						* Required field
1	Email Address * mitchicanalyshou com Confine Transi Address * mitchicanalyshou com	* Required field		2	Legal First Name		
	Primary Phone Number Phone Type To Instructional wavelens inset + Lefter exactly code To Instructional wavelens inset + Lefter exactly code				Legal Last Name *		
	lagree to the Tomma of Use and the receive annulis at any annulis data statis laddress I have provided in the future, from any entity associated with my application process, including but not timbed to my designated schools and programs.				Suffic have		
	Please agree to the Terms of Live and fill all required fields in Step Please affer the next step.	Next>			Date of Birth * mm/dd/yyyy Confirm Date of Birth *		
	Are you currently homeless? * Ves O No				mm/dd/yyyy		
	ntry* 0 ned States v		Step 3 Credenti	als			
Zip (ade *		3	Password mu	ist: ontain your name	Password	
Stre	e1*		\bigcirc		least 8 characters in length	Confirm Password	
Stre	et 2			— conta	ain at least one lowercase letter		
				— conta	ain at least one number	Create Account	
City				— conta #, \$, %, ^	in at least one of the following special characters (!, @, , & or *)		
State	a [*]						

• Write down your username password, safety pin and security questions & answers for future use

PREVIOUS ACCOUNT FOUND?

- If an existing account is found based on the information you entered select "Recover Account"
- Next complete "Date of birth" & "Last Name"



- Return to CCC-Apply
- Sign back into CCC-Apply with your Username & Password

Application for Admission to College

Before applying to college you must first have an OpenCCC account.

The OpenCCC single sign-in account allows you to access the online services of the California Community Colleges.

OpenCCC is a service of the California Community Colleges Chancellor's Office. The information in your account is kept private and secure.

Create an Account or

STEP 9

• Click and "Start a New Application" for the term you are applying for



STEP10

Complete your "Enrollment Information"

- "Term Applying For"
 - Select the term you are applying for
- "Educational Goal"
 - Select your Education Goal that best fits your current status
 - You can update this later in your SBCC
 Pipeline Account
- "Major Category"
 - Select a category that best represents your intended major, degree, or program of study
- "Intended Major or Program of Study"
 - Select a program of study that best fits your current goal
 - You can update this later in your SBCC
 Pipeline Account

Enrollment Information

Save	Continue	>
Select		~
Intended Major or Program of Study 🗿 🛛 🗲		
Select		~
Major Category 🔋		
Select		~
Educational Goal 🔋 🧲		
Select		~
Term Applying For 🕐 🧲		

• Next Click "Continue"

<u>Complete Student "Profile"</u>

- "Previous Name"
 - If you have legally changed your name select "Yes" and make necessary updates
- "Social Security Number"
 - If you do OR do not have a Social Security Number (SSN) or Taxpayer Identification check the appropriate boxes
 - Providing a social security number or taxpayer identification number is not required with respect to non-U.S. resident students (whether documented or undocumented)
- "Current Mailing Address"
 - If you have recently had changes to your mailing mailing address, mak<u>e</u> necessary changes
- Select "Continue" when all needed changes have been made

Profile

Previous Name

Do you have a **previous legal name** that was used on legal documents or education transcripts?

🔾 Yes 🦲 No

Social Security Number

The Social Security Number (SSN) or Taxpayer Identification Number (TIN/iTIN) is used by the college as a means of matching student records, facilitating federal financial aid, and reporting tax-related information to the Internal Revenue System (IRS). However, it is not required for admission.

Why am I being asked for my social security number?

Do you have a social security number or taxpayer identification number?

 \odot Yes, I have a social security number or taxpayer identification number.

No, I do not have a social security number or taxpayer identification number, or I decline to provide one at this time.

1 Just Remember...

Providing a social security number or taxpayer identification number is not required with respect to non-U.S. resident students (whether documented or undocumented), students taking noncredit courses, students whose qualified tuition and related expenses are waived or paid with scholarships or paid by an institutional third party including an employer or government agency. (26 C.F.R. § 1.6050S-1.) A SSN or TIN/iTIN is not required when IRS reporting is not required.

□ Check this box if you are a student enrolled exclusively in noncredit courses, an undocumented student, an international student, a nonresident alien, or another exception and do not have a social security number or taxpayer identification number.

Current Mailing Address

□ My mailing address is the same as the Permanent Address in my OpenCCC Account above ⑦

My current mailing address is **outside the United States** ?

Street Address 🕐	
Include apartment number or suite	
City 💿	
State 🕐	
Zip Code 🕐	
•	
Save	Continue >

Graduating High School Seniors have your Transcripts ready for this section!

Complete the "Education" Section

- "College Enrollment Status"
 - Select the response that best indicates your college enrollment status for the term you are applying for
 - Incoming graduating high school seniors select: "First-time student in college (after leaving high school)
- "High School Education"
 - Select your High School Education Level you will have completed when you enroll/attend classes/start the term at SBCC
 - "Completion Date" : The date you graduated from High School, passed the GED, or received a certificate of equivalency; if unsure of the exact date, please estimate
 - "High school / GED in California" : Select the answer for both questions that best fir your high school / GED completion
- Complete "Last School Attended" Section
 - Select the response that best indicates the last school you attended
 - Select the County and State for the school
 - "Name of School / Home School Attended" :
 - Make every effort to find your last school or homeschool using this school finder search field
 - If your school is not listed, select "My school is not in the list" at the bottom of the list.
- Complete "High School Transcript Information" Graduating High School Seniors use your current Transcript
 - Enter your "unweighted high school GPA"
 - Unweighted GPA has a maximum value of 4.0, does NOT include AP or Honors classes.
 - Using your transcript enter your last completed English and Math Course & Grade *DO NOT GUESS or ESTIMATE*
- Next click "Continue"

SB Local High School Name Key

- SBHS: Santa Barbara Senior High School, Santa Barbara
- SMHS: San Marcos Senior High School, Santa Barbara
- DPHS: Dos Pueblos Senior High, Goleta
- La Cuesta HS: La Cuesta Continuation High, Santa Barbara
- Alta Vista HS: Alta Vista Alternative Hs, Santa Barbara

Education

Select enrollment status
High School Education
ligh school education level as of July 01, 2021 🕥
Received high school diploma from U.S. school
ligh school completion date 📎
Month Day Year
Select V
id you receive your diploma, GED, or certificate in California? 💿

Last School Attended 🛛

I attended high school.		←	~
Country 💿			
United States of America (th	ie)	~	~
State 🕐			
California		\leftarrow	v
Enter the name or city of the last sc list. ③	hool or homeschool you att	ended. Then make a se	election from the

High School Transcript Information

-			
College staff use this information college.	ation to provide guidance.	Your responses will n	ot affect your admission to
What was your <u>unweighted</u> and 4.00. ③		0.	
If you are still in high school, ente	r your cumulative unweighted	GPA as of the end of 11th	ı grade.
		←	
What was the highest Englis the course, but you remaine		high school? You may	/ have passed or not passe
12th grade Honors Er	glish Composition or L	iterature 🔶	
What grade did you receive?			
А		\leftarrow	
What was the highest <u>math</u> the course, but you remaine		igh school? You may l	nave passed or not passed
Statistics		\leftarrow	
What grade did you receive?			
A		←	
Save		C0	ntinue

- Carpinteria HS: Carpinteria Senior High, Carpinteria
- Bishop Garcia Diego HS: Bishop Garcia Diego High School, Santa Barbara
- Olive Grove HS: Olive Grove Charter Santa Barbara, Santa Barbara
- SBCC Middle College: Alta Vista Alternative Hs, Santa Barbara

Complete Citizenship / Military Section

- "Citizenship & Immigration"
 - Select the response from the menu that best represents your citizenship or immigration status. This information will not be used to determine your admission to this college
- "U.S. Military/Dependent of Military"
 - Select your U.S. Military Status as of the day before you start the semester you are applying for

Citizenship/Military

Citizenship & Immigratio	on
U.S. Citizen	~
U.S. Military/Dependent	2
None apply to me	~
Save	Continue

Special Note:

- Next click "Continue"
- Depending on your answer you may be prompted to provide additional information based on your specific situation, for example a Visa Type or an Alien Registration Number
 - If you choose Other and you do not have a Visa you will click on the No Documents box
 - If Other is your answer to this section you will also need to complete an AB540 Form and submit it to our Admissions and Records Department
 - You can find the AB540 Form and instructions on the Admissions & Records page of the SBCC website

Residency

○ Yes ○ No

California Residence

Out-of-State Activities

Have you lived in California continuously since January 10, 2019?

STEP 14

Complete Residency Section

- "California Residence"
 - Select the response from the menu that best represents your citizenship or immigration status
 - This information will not be used to determine your admission to this college
- "Out-of-State Activities"
 - Select if any apply to you
 - Review & Answer these questions correctly
- "Special Residency Categories"
 - Indicate whether or not you have ever been placed in court-ordered Foster Care

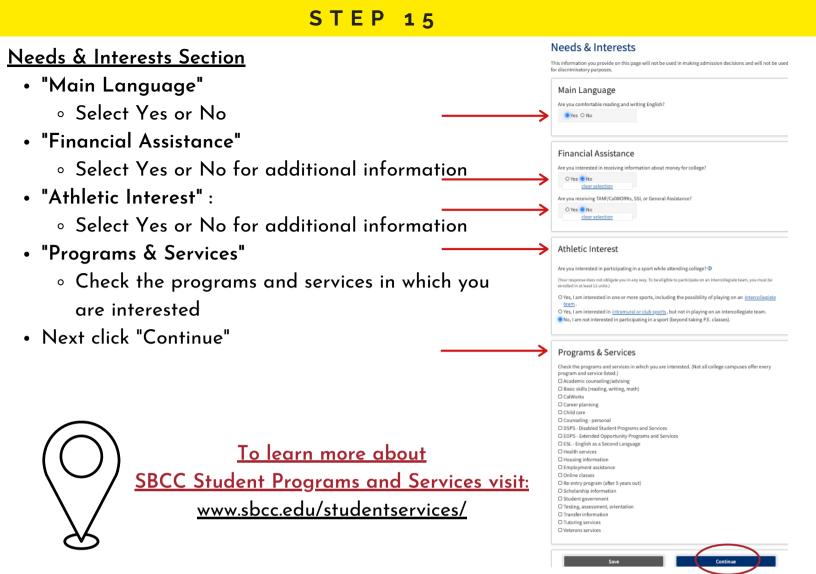
As of January 10, 2019, have you engaged in any of the following activities? Check each activity that applies.
🗆 l paid taxes outside of California \vartheta
□ I registered to vote outside of California ③
□ I declared residency at a college or university outside of California ③
□ I filed for a lawsuit or divorce outside of California ⊕
Special Residency Categories Have you ever been in <u>court-ordered foster care</u> ?
○ Yes ○ No
\sim

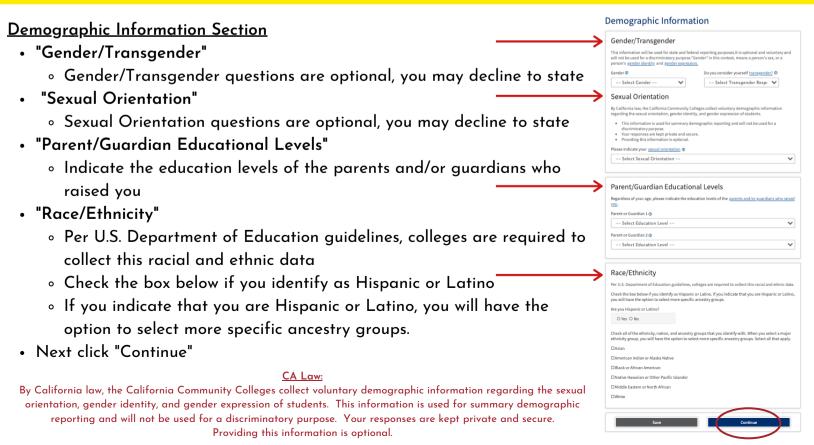
for definitions

• Next click "Continue"

HELPFUL TOOLS!

- If you have any issues with your application contact CCC-Apply directly at 1-877-247-4836
- Have questions or need clarification throughout your application click on the and explanations





Supplemental Questions

- "Future Transfer Plans"
 - The list of 4 year colleges/universities under Future Transfer Plans does not list all 4-year schools so you may not find a school listed
 - If your transfer school isn't listed pick the one that best fits your current educational goals
- "Primary Language"
 - Select your primary language
- "Employment Expectation"
 - Estimate hours to be worked per week during semester
- "SBCC Promise"
 - If you meet SBCC Promise Eligibility Requirements, select: Yes, I consent/ I would like more information
- "Support SBCC"
 - Select Yes or NO if you are interested in learning about the Foundation for SBCC and ways to support SBCC and its students
- Next click "Continue"

STEP 18

<u>Submission</u>

- "Review Your Responses"
 - Review your responses to ensure you've provided complete and accurate information
 - NO CHANGES can be made to your application once it is submitted
- "Request for Consent to Release Information"
 - Consenting allows for CCC-Apply to submit your application to SBCC for admission
- "Submit Your Application"
 - You are about to submit your application to Santa Barbara City College
 - Check both boxes to submit application
- Next click "Submit My Application"



If you have any issues with your CCC-Apply Account 1-877-247-4836

Supplemental Questions

Submission

Review Your Responses

banda barbara erty conege world inte to garner some additional mormation on your appreation to conege.
Future Transfer Plans Future Transfer Plans Select
Primary Language Primary Language Select
Employment Expectation Hours to be worked per week during semester Select
SBCC Promise I completed my secondary education within the Santa Barbara Community College District (southern Santa Barbara County from Gaviota to Carpinteria) as part of the 2015-2016 (or after)graduating high school class and I consent to releasing my application information to the SBCC Proundation to determine if I am eligible to receive funds to cover required fees, books and supplies Select
Support SBCC I am interested in learning about the Foundation for SBCC and ways to support SBCC and its students Select

Soci	horize the Chancellor's Office, California Community Colleges, and the community colleges I am ding to release necessary personal information contained in my education records, including my al Security number for the purposes described ballow. To learn more about how your personal mation is stored and used, see the <u>Privacy Policy</u> . O
•	To federal or state agencies to evaluate jointly administered programs or to comply with reporting requirements; To data matching services to measure student success in transferring to four year colleges or universities; To collegence to a student student or the service to promote outreach to students and to the california Student AII Commission to Inclusite the saved of Financial ad; and To engineering student and analysis.
	colusent consent
Su	bmit Your Application
lou NO I	are about to submit your application to Santa Barbara City College. HANGES can be made to your application once it is submitted.
elec elec	arria state law ⁺ allows you to submit your application and residency information online with an ronic signature verification. Your completion of this page will provide the necessary verification for ronic submission. The security and privacy of the information in your submitted application are toted as described in the CCCApply Privacy Policy.
Sec	ion 54300 of subchapter 4.5 of chapter 5 of division 6 of title 5 of the California Code of Regulations.
B	Checking here, I, Julio Cesar Huerta, declare that: 🛛
-	All of the information in this application pertains to me.
•	Under penalty of perjury, the statements and information submitted in this online admission application are true and correct.
•	I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in District action.
	I understand that all materials and information submitted by me for purposes of admission become the property of Santa Barbara City College.
B	Checking here, I, Julio Cesar Huerta, acknowledge understanding that: 🛙
-	Federal and state financial aid programs are available and may include aid in the form of grants, work study, and/or any available student leans. I am aware that I may apply for assistance for up to the testia cost of my education including enrollment fees, books & supplies, transportation, and room and board expense.
	I may apply for financial assistance if I am enrolled in an eligible program of study (certificate,
	enrolled full-time or part-time.
•	associate degree, or transfer), and may receive aid if qualified, regardless of whether I am

SAVE IT FOR YOUR RECORDS!

Confirmation

- Save it, print it or take a picture!
- Write down your CCC -ID and Confirmation # for your records!

Great Job,

Your application was submitted.

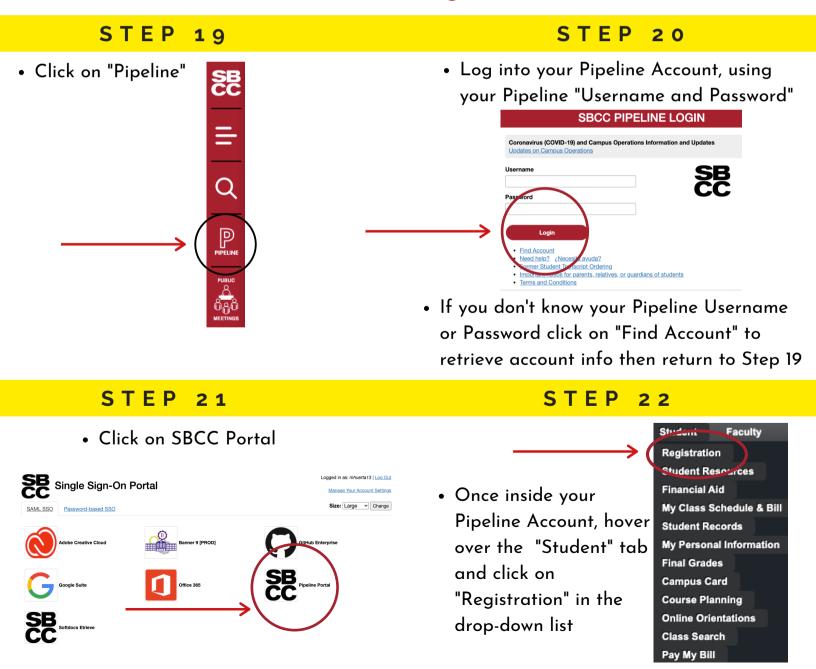
Confirmation

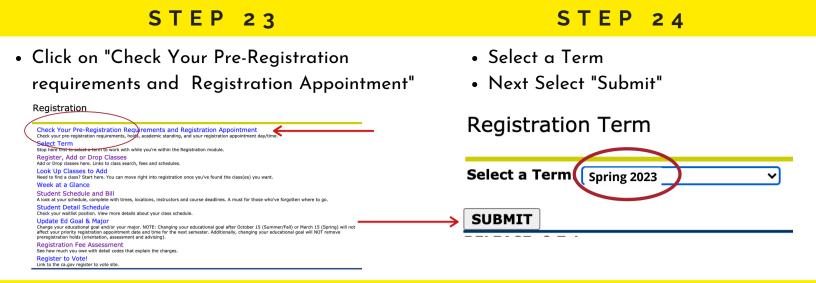
your applica	tion for admission has been submitted to Santa Barbara City Colleg
Name	
CCCID	
College	Santa Barbara City College
Term	
Email	
Date & Time	
Confirmation #	

CREATING / LOGGING INTO YOUR SBCC PIPELINE ACCOUNT

It may take up to 24 hours before you can log onto your Pipeline Account. Some students may be able to log on within 15-30 of submitting their application. Continue to Step 19...

*If after 24 hours you are still unable to log into your Pipeline Account after submitting your application contact the <u>Enrollment Services Department</u> 805.730.4086 or info@sbcc.edu





- After clicking "Submit" your Registration Date and Time will be displayed
- You can register on or after your posted Registration Date
- If it has been 24 hours since you submitted your application and your Registration Date is not displayed, contact the Enrollment Services Department

Search 60	RETURN TO MENU SITE MAP HELP CETONN TO PAPE
Pre-Registration Requirements and Holds	K00
You may register starting at: Date Time 28-0CT-2020 8:00am	
A No holds exist on your record.	
You have no Holds which prevent registration. Your Combined Academic Standing is Academic Good Standing.	

SBCC K #:

Your K# will displayed at the top right corner of this page. Write your K# down or save it in your phone. You will continue to use your K# while at SBCC, so have it handy!

STUDENT ID (K#)

 You can also locate your K# by hovering over the "Student" tab, then Click on "My Personal Information" then click on "My SBCC Student ID (K number)"

	Student Faculty	Personal Information Student Faculty Services	
	Registration		Personal Information Student Faculty Services
	Student Resources	Personal Information	Search GO
	Financial Aid	My Addresses and Phones My E-mail Addresses	
	My Class Collectule & Bill	My Emergency Contacts Name Change Information	
	Student Records	Social declarity Number of ange Information	My SBCC Student id is K00
>	My Personal Information	Need to update your Password? Change it here My SBCC Student ID (K number) View my Student ID (K number)	Ply SDCC Student to Iskob
	Fh.S. Grades	referred First Name Pipeme Login Security Indons	

PROMISE OPT-IN

Are you eligible for the SBCC Promise?

Do you meet the following SBCC Promise Eligibility Requirements:

- Complete your secondary education within the Santa Barbara Community College District
- Enroll at SBCC for the fall or spring semester immediately after your high school graduation, GED completion, or the equivalent.

If you meet these requirements continue with the SBCC Promise Opt-In in Step 26 *If you DO NOT meet eligibility Requirements continue with your Enrollment Steps*

STEP 27

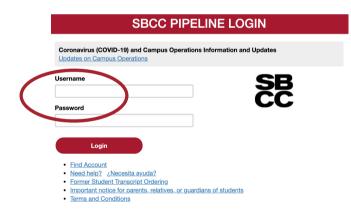
- SBCC Promise Sign-Up
 - Go to <u>www.sbccpromise.org</u>
 - Click on "Sign Up"

- Instructions to sign up for the SBCC Promise
 - Double check that you have completed all steps on the "Instructions List" below
 - Next then Click "Sign Up"



STEP 28

- Complete your SBCC Promise Sign Up
 - You will be routed to your
 "Pipeline Account"
 - Log into your "Pipeline Account" using your Username & Password



STEP 29

 "Opting-In" to the SBCC Promise



00/08/2017 from Santa Barbara Senior High Eligibility

Eligibility To be eligible for the SBCC Promise for the Fall 2017, a student must: 1. Complete their secondary education within the Santa Barbara Community College District (southern Santa Barbara County from Gavida to

STEP 30

- Next then Click
 "Opt-In" to sign up for the
 SBCC Promise
- Click then "Submit"



NOTE: YOU ARE NOT AUTOMATICALLY SIGNED UP FOR THE PROMISE YOU MUST OPT-IN MANUALLY

NEXT STEPS

- To be eligible for the SBCC Promise you must complete your Financial Aid
 FAFSA OR Dream Act OR CA College Promise Grant (CCPG)
- YES I have completed my Financial Aid Application
 - Log into our Pipeline Account to confirm SBCC has received your Financial Aid
 - Check if you have "Outstanding Requirements" and are required to submit additional documentation for your Financial Aid
 - Checking your Financial Aid Award on Pipeline:
 - Log into "Pipeline", Hover over "Student", Click "Financial Aid" > Click "Award"
 - Checking for Financial Aid Outstanding Requirements/Documents:
 - Log into "Pipeline", Hover over "Student", Click "Financial Aid", Click "Eligibility", "Select Aid Year", Click "Submit", Review "Student Requirements"
- NO / I DON'T KNOW If I have completed my required Financial Aid
 - Contact the SBCC Financial Aid Office for additional support/assistance
 - SBCC Financial Aid Department Contact:
 - <u>www.sbcc.edu/financialaid</u>
 - (805) 730-5157
 - <u>finaid@sbcc.edu</u>
- Complete Online Orientation LINK
- Register for Class Planning Instructions LINK

CONTACT THE ENROLLMENT SERVICES TEAM

- Need Help?
- Have questions?
- We are here to help!
- Contact us!
 - Phone: (805)730-4086 (during phones hours)
 - Chat: Type any questions into the chat box for a live representative during business hours > <u>www.sbcc.edu/enrollmentservices/</u>
 - Email: Available to send messages at all hours and response time is within 24 business hours > <u>info@sbcc.edu</u>

