# LAVC Dual Enrollment:

# Completing the College Application

# Materials Needed

**Email address**
- ○ Students are encouraged to use a personal email address. **DO NOT** use school email. School email will no longer be accessible after graduation.

**Social Security Number**
- ○ This is not a requirement for admissions.

**Student Demographic information**
- ○ Student home address, phone number, emergency contact (first and last name and phone number).

# Reminders

- Students should use a **personal email address** they currently have access to and can receive emails.

- The CCCApply application times out after a few minutes. Please **save** your progress.

- Make sure students write down their **confirmation number** at the end of the application process.

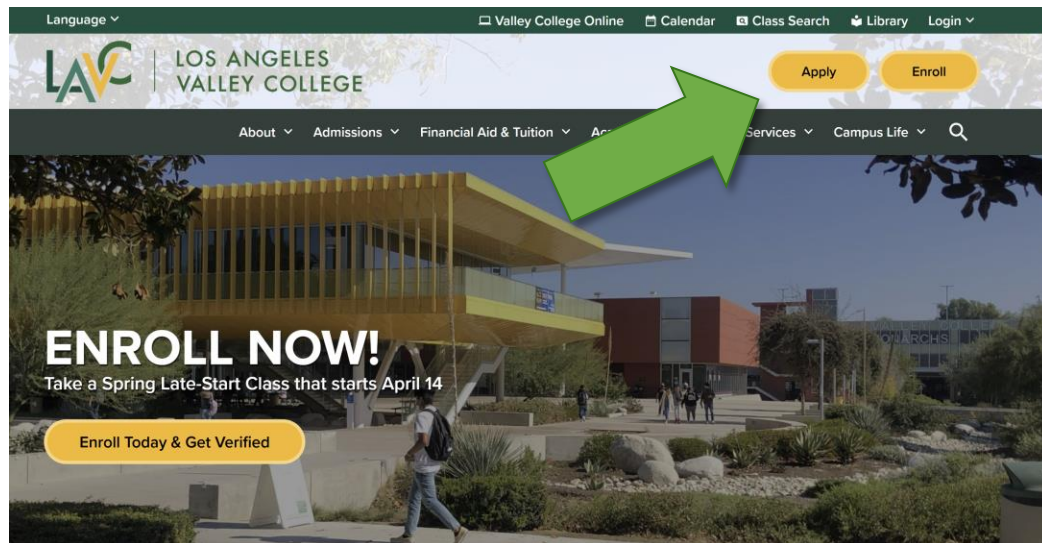- If using mobile phone or own computer, please make sure to turn off your VPN access.

# Create a CCCApply Account

# Getting Started

## Visit your college's website:

- **Valley College: www.lavc.edu**

## Locate the "Apply" button at the top of the page

# Click "College Application"

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## College Credit Application

**Apply Now!**

For Credit and Noncredit Classes

## Noncredit Application

**Apply Now!**

For Noncredit Classes only

## International Student Application

**Apply Now!**

Prospective international students living outside of the United States or applying to transfer from another institution

# Click "Create an Account"

## 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**

# Enter your email address

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## Create Your Account

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

**Email**

PERSONAL EMAIL ADDRESS is recommended.

Use mobile phone instead

Email My Verification Code

Back to Sign In

# Check your email for code

- Open the email account entered in the application

- Look for  the email with verification code.
  ** If not available in less than 2-3 minutes, check your spam folder.

- Copy the verification code

- Return to the application and enter the code

# Enter Verification Code

# Verify Your Account

A verification code has been sent to **your personal email account** 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**

**Enter emailed code here**

Verify Email

# Contact Information

**Email Address** *

joe.smith@gmail.com

**Confirm Email Address** *

joe.smith@gmail.com

**Primary Phone Number**                    **Phone Type**

Mobile

For international numbers insert + before country code

**CHECK box to continue**

☐ I agree to the **Terms of Use** and to receive emails at any email address I have provided or may provide in the future, from any entity associated with my application process, including but not limited to my designated schools and programs.

You must agree to the Terms of Use.

# Home Address

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Are you currently homeless? *

If you click **Yes**, it skips the page.

If you click **No**, it will ask for your address.

○ Yes ● No

Country * ⓘ

United States

Zip Code *

Type your **5-digit zip code**

Street 1 *

Type your **street address** (e.g. 123 LAUSD Ave)

Street 2

If you have an **apartment** or **unit number**, type it here, or leave it blank.

City *

Type your **city** here

State *

Select **CA**

# Personal Information

**Legal First Name**

Enter your **First Name** (NOT a nickname)

**Legal Middle Name**

Enter your **Middle Name** (NOT a nickname)

**Legal Last Name** *

Enter your **Last Name** (NOT a nickname)

**Suffix**

Use the dropdown only if you have a suffix (e.g., "Jr", "III")

**Preferred Name**

You can type a **preferred name** or **nickname**

**Date of Birth** *

mm/dd/yyyy

Enter your Date of Birth.

Type it **TWICE**.

**Confirm Date of Birth** *

mm/dd/yyyy

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# Create a Password

**Password**

[                                    ]

**Confirm Password**

[                                    ]
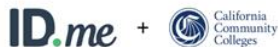
[ Create Account ]

Password must meet these criteria.

Use a familiar password (ex: Schoology password) if it meets the criteria.

Password must:

— not contain your name

— be at least 8 characters in length

— contain at least one uppercase letter

— contain at least one lowercase letter

— contain at least one number

— contain at least one of the following special characters (!, @, #, $, %, ^, & or *)

# Proceed to the Application



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Step 1
## GETTING STARTED

Read about steps to get started.

1. Explore Careers
2. Explore Majors
3. How to Apply to LAVC

View more »

**Getting Started**

WHAT                    WHY                    HOW LONG
                                               9 steps          (49 minutes, 9 to go)

Step 1  Explore Careers

Step 2  Explore Majors

Step 3  How to Apply to LAVC

Step 4  Apply Now-CCCApply

Apply Now-CCCApply                                    ⏱ Takes about 10 minutes

Apply Now-CCCApply

# Click "Start a New Application"

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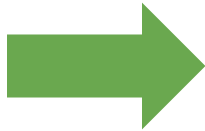
## My Applications

Start a New Application

# Enrollment

## Enrollment Information

**Term Applying For** ⓘ

Summer/Fall 2025

**Educational Goal** ⓘ

-- Select --

**Major Category** ⓘ

-- Select --

**Intended Major or Program of Study** ⓘ

-- Select --

Save

Continue

**This information can be changed at any time.**

Select an educational goal, major category, and program of study you are currently considering.

# Profile

## Previous Name

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

○ Yes  ○ No

**Most students: select "No"**

Only answer "Yes" if your __legal__ name has changed.

**If answered "Yes",** provide your previous name in the box provided.

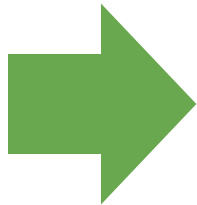Previous First Name ⑦

☐ I didn't have a first name ⑦

Previous Middle Name ⑦

☐ I didn't have a middle name ⑦

Previous Last Name ⑦

# Profile

## 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? ⑦

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

○ 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.

| **Student DECLINES to share Social Security #** | **NO Social Security Number** | **Students with a Social Security Number** |
|---|---|---|
| Select "No". **DO NOT** check the box that pops up below. | Select "No" and check the box below. | Select "Yes" and enter your social security number TWICE. **No dashes.** |

☐ 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.

# Profile

## Parent/Guardian Information

Determining your California residency for tuition purposes is based on the residency of your parent(s) or guardian(s) until you are 19 years of age, except in certain special circumstances. Nonresident students who meet eligibility requirements may apply for nonresident tuition exemption (AB540). ⑦

Select the statement that applies to you:

○ I have a **parent** or **guardian**. ⑦

○ I was in **foster care** at any time after my 13th birthday. ⑦

○ I do not have a parent or guardian, or at least one of the following statements is true about me:

- I do not have a living parent or guardian.
- I am or have been married.
- I am legally **emancipated**. ⑦
- As of January 01, 2023, I will be on active duty in the armed services.
- As of January 01, 2023, I will have been **self-supporting** for at least one year. ⑦

If "**I have a parent or guardian**" is selected, enter the information in the box provided.

◉ I have a **parent** or **guardian**. ⑦

Enter the name of your parent or guardian below.

First Name ⑦

Last Name ⑦

Relationship ⑦

-- Select Relationship --

# Profile

**Current Mailing Address**

☐ My mailing address is the same as the Permanent Address in my OpenCCC Account. ⑦

☐ My current mailing address is **outside the United States** ⑦

Street Address ⑦

Include apartment number or suite

City ⑦

State ⑦

-- Select State --

Zip Code ⑦
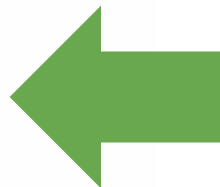
Check the "**My mailing address is the same...**" if address is the same as what was already provided.

If checked, the second box will disappear.

# Education

**Select this option.**
This means you are in high school taking college courses.

## College Enrollment Status

As of January 01, 2023, I will have the following college enrollment status: ⑦

Enrolling in high school (or lower grade) and college at the same time ⌄

**No action required.**
This box will populate if selected above option.

## High School Education

High school education level as of January 01, 2023 ⑦

Will be enrolled in high school (or lower grade) and college at the same time ⌄

# Education

## High School Transcript Information

College staff use this information to provide guidance. Your responses will not affect your admission to college.

What was the highest grade you completed in high school?

✓ -- Select --
12th grade
11th grade
10th grade
9th grade
Currently enrolled in 9th grade or lower grade, or no high school at all

Are you **currently enrolled** in 9th grade or lower grade?

If **yes**, select "*Currently enrolled in 9th grade or lower grade…*". This will complete this section.

**If no** →

Did you **complete** 9th, 10th, 11th, or 12th grade?

If **yes**, select the grade level you recently completed. (Add'l information is required in the next slide.)

# Education


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Select **"I attended high school"** and input your **high school information**

## Current or Most Recent High-School Attended ?

I attended high school. ⌄

Country ?

United States of America (the) ⌄

State ?

California ⌄

Enter the name or city of the last school or homeschool you attended. Then make a selection from the list. ?

Robert Fulton College Preparat, Van Nuys

Change

School or Organization ?

Robert Fulton College Preparat

City ?

Van Nuys

# Education

You can find your unweighted high school GPA on your unofficial transcript. *Current 9th graders will not see this question.*

What was your **unweighted high school GPA** (grade point average)? Please enter a value between 0.00 and 4.00. If you are still in high school, enter your **unweighted high school GPA** as of the end of 11th grade. ⑦

[                                                    ]

The following section is asking for your **COMPLETED** English and Math course and **FINAL** grade.

What was the highest English course you completed in high school? You may have passed or not passed the course, but you remained enrolled until the end.

[ -- Select --                                                ⌄ ]

What was the highest **math course** you completed in high school? You may have passed or not passed the course, but you remained enrolled until the end. ⑦

[ -- Select --                                                ⌄ ]

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# Citizenship/Military

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## Citizenship & Immigration

This information will be used for admissions and state reporting purposes. Your responses will be kept private and secure, and will not be used for discriminatory purposes.

Citizenship & Immigration Status ⑦

✓ -- Select Status --
U.S. Citizen
Permanent Resident
Temporary Resident / Amnesty
Refugee / Asylee
Student Visa (F-1 or M-1)
Other

**Undocumented Students**
Select "Other" and check off "No documents."

**Permanent Residents**
Will be asked to enter the A number on your green card.

# Citizenship & Immigration

## U.S. Military/Dependent of Military

-- Select Status --
✓ None apply to me
I am currently serving on active duty
My parent/guardian/spouse is currently serving on active duty
I served in the U.S. military (veteran)
My parent/guardian/spouse served in the U.S. military (veteran)
I am a member of the Active Reserve
My parent/guardian/spouse is a member of the Active Reserve
I am a member of the National Guard
My parent/guardian/spouse is a member of the National Guard

Select the option that best applies to you.

# Residency

## California Residence

Have you lived in California continuously since January 01, 2021? ⑦

◉ Yes ○ No

## Out-of-State Activities

As of January 01, 2021, have you engaged in any of the following activities? Check each activity that applies.

☐ I paid taxes outside of California ⑦

☐ I registered to vote outside of California ⑦

☐ I declared residency at a college or university outside of California ⑦

☐ I filed for a lawsuit or divorce outside of California ⑦

**If No**, you will be asked for the date of when your current stay in California began.

Check the boxes only if these apply to you.

# Residency

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## Special Residency Categories

Are you homeless now or have you been homeless at any time during the past 24 months? (?)

○ Yes  ○ No

Have you ever been in **court-ordered foster care**? (?)

○ Yes  ○ No

Select the answer that best applies to you.

If you select yes, `you will get a pop-up with an additional question.

When did you **exit foster care**? (?)

○ I am currently in foster care (including extended foster care after age 18).

○ I exited the foster care system on or after my 16th birthday.

○ I exited the foster care system before my 16th birthday.

○ I am not sure at what age I exited foster care.

# Needs & Interests

## Main Language

Are you comfortable reading and writing English?

○ Yes  ○ No

## Financial Assistance

Are you interested in receiving information about money for college?

○ Yes  ○ No

Are you receiving TANF/CalWORKs, SSI, or General Assistance?

○ Yes  ○ No

Select the answer that best applies to you.

# Needs & Interests

## Athletic Interest

Are you interested in participating in a sport while attending college? ⑦

(Your response does not obligate you in any way. To be eligible to participate on an intercollegiate team, you must be enrolled in at least 12 units.)

○ Yes, I am interested in one or more sports, including the possibility of playing on an **intercollegiate team**. ⑦

○ Yes, I am interested in **intramural or club sports**, but not in playing on an intercollegiate team. ⑦

○ No, I am not interested in participating in a sport (beyond taking P.E. classes).

## Programs & Services

Check the programs and services in which you are interested. (Not all college campuses offer every program and service listed.)

☐ Academic counseling/advising

☐ Basic skills (reading, writing, math)

Select the answer that best applies to you.

# Demographic Information

## Gender

Gender in this context, means a person's sex, or a person's **gender identity** and **gender expression.** ⓘ

Gender ⓘ

-- Select Gender --

Select the answer that best applies to you.

## Parent/Guardian Educational Levels

Regardless of your age, please indicate the education levels of the **parents and/or guardians who raised you.** ⓘ

Parent or Guardian 1 ⓘ

-- Select Education Level --

Parent or Guardian 2 ⓘ

-- Select Education Level --

Select an Education Level for both Parent or Guardian 1 and 2 in order to move to the next page.

# Demographic Information (OPTIONAL)

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## Race/Ethnicity

Per U.S. Department of Education guidelines, colleges are required to collect this data.

Check the box below if you identify as Hispanic or Latino. If you indicate that you are Hispanic or Latino, you will have the option to select more specific ancestry groups.

Are you Hispanic or Latino?

○ Yes ○ No

Check all of the ethnicity, nation, and ancestry groups that you identify with. When you select a major ethnicity group, you will have the option to select more specific ancestry groups. Select all that apply.

☐ Asian

☐ American Indian or Alaska Native

☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander

☐ Middle Eastern or North African

☐ White

Select the answer that best applies to you.

# Supplemental Questions



## 1. Primary Language

Enter your primary language:

English

## 2. Student Military Status

What is your U.S. Military Status as of the first day of the term?

-- Select --

## 3. Student Military Dependent Status

What is your U.S. Military Dependent Status as of the first day of the term?

-- Select --

Select the answer that best applies to you.

# Supplemental Questions

4. Permission to Release Types of Student Information — DIRECTORY INFORMATION: Name, city of residence, participation in officially recognized activities and sports, weight and height of athletic teams members, date of attendance, degrees and awards received, and the most recent previous educational institution attended. COLLEGE FOUNDATION INFORMATION: Name, address, and telephone number. FOUR-YEAR COLLEGE INFORMATION: Name, address, and telephone number. MILITARY RECRUITING INFORMATION: All information outlined in 'Directory information,' plus, address, telephone number, date of birth, and major field of study. Be sure to read the Full Statement of Consent before deciding whether or not to grant your consent. You may find the Full Statement of Consent in the Consent tab of the application. To change your authorization, notify the college admissions office in writing.

☐ I do not permit the college to release directory information.

☐ I do not permit the release of my information to the College Foundation. (Leave blank if you want information on LACCD Foundation scholarships, grants and networking opportunities).

☐ I do not permit the release of my information to four-year colleges.

☐ I do not permit the release of information to the military.

You must check each box if you **DO NOT AGREE** to share your information with each party.

# Supplemental Questions

## 5. Campus Emergency Alert Notification

Please enter your cell phone number (xxx-xxx-xxxx):

Enter your cell/mobile phone number.

Used for emergency notifications only.

## In case of an emergency, who can we contact on your behalf? (Do not list yourself)

Contact Name (First Name Last Name)

Contact's Phone (xxx-xxx-xxxx)

Relationship:

-- Select --

List an emergency contact person.

# Supplemental Questions

## 6. Are you interested in participating in a sport?

○ Yes ○ No

## 6a. If yes, please select all that apply below:

Badminton

-- Select --

Select the answer that best applies to you.

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# Supplemental Questions

7. The following questions are designed to determine if you qualify for the EOPS Program. If you qualify you will receive further information by email. You may be asked to provide additional documentation.

a. Was your High School Grade Point Average (GPA) below 2.5?

○ Yes ○ No

b. Were you previously enrolled in remedial (special education/resource) courses?

○ Yes ○ No

c. What is the primary language spoken in your home?

-- Select --

Select the answer that best applies to you.

# Supplemental Questions

8. The following questions are designed to determine if you qualify for the CARE Program. If you qualify you will receive further information by email. You may be asked to provide additional documentation.

a. Are you receiving cash aid (TANF, CalWORKS/GAIN) for your child and/or yourself?

○ Yes ○ No

b. Are you a single head of household?

○ Yes ○ No

Select the answer that best applies to you.

# Supplemental Questions

9. Students receiving federal, State or other financial resources (i.e. financial aid, scholarships, stipends, HEERF II, etc.) may authorize the Los Angeles Community College District (LACCD) to deduct and apply these funds towards their outstanding institutional charges. By clicking YES, you authorize the Los Angeles Community College District to deduct and apply these funds towards outstanding institutional charges and obligations (i.e. enrollment fees, health fees etc.). Remaining balance after deduction will be refunded to the student.

○ Yes ○ No

10. I would like to be contacted regarding resources including but not limited to; Food, Housing, Bill/Utility payment, Technology (Wifi/laptop), Mental Health, Basic Needs, etc.

○ Yes ○ No

Select the answer that best applies to you.

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# Supplemental Questions

11. Have you earned an Interstate General Education "Passport" at a previous college or university?

○ Yes ○ No

Select **No**.

# Review Your Application

## Review Your Responses

Save as PDF

We recommend that you review your responses to ensure you've provided complete and accurate information.

**Review My Application**

## Request for Consent to Release Information

I authorize the Chancellor's Office, California Community Colleges, and the community colleges I am attending to release necessary personal information contained in my education records, including my Social Security number, for the purposes described below. To learn more about how your personal information is stored and used, see the Privacy Policy. ?

- 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 colleges, universities, or government agencies to promote outreach to students and to enhance transfer;
- To the California Student Aid Commission to facilitate the award of financial aid; and
- To organizations or agencies assisting the Chancellor's Office or the community colleges you attend with research and analysis.

○ I consent

○ I do not consent

Select the answer that best applies to you.

# Prior to Submission

## Submit Your Application

You are about to submit your application to Los Angeles City College.
NO CHANGES can be made to your application once it is submitted.

California state law* allows you to submit your application and residency information online with an electronic signature verification. Your completion of this page will provide the necessary verification for electronic submission. The security and privacy of the information in your submitted application are protected as described in the CCCApply Privacy Policy.

* Section 54300 of subchapter 4.5 of chapter 5 of division 6 of title 5 of the California Code of Regulations.

Read the statement.

When ready,
**Check the box**.

☐  By Checking here, I, STUDENT NAME, 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 Los Angeles City College.

# Prior to Submission

Read the statement.

When ready,
**Check the box**.

☐ By Checking here, I, STUDENT NAME, acknowledge understanding that: ⑦

- Federal and state financial aid programs are available and may include aid in the form of grants, work study, and/or any available student loans. I am aware that I may apply for assistance for up to the total 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, associate degree, or transfer), and may receive aid if qualified, regardless of whether I am enrolled full-time or part-time.

- Financial aid program information and application assistance are available in the financial aid office at the college. The application is also available on-line.

Note: CCCApply will provide links to financial aid information and applications after you submit this application. You can also find financial aid information at www.icanaffordcollege.com, and on most college websites.

**Click here to submit application.**

**Submit My Application**

# Congratulations!

**You submitted your college application.**

# Submission

## Great Job,

**Your application was submitted.**
**You're almost done.**

Continue Your Journey At Los Angeles Mission College.

## Confirmation

Laura, your application for admission has been submitted to Los Angeles Mission College.

Name
CCCID
College
Term
Email
Date & Time        June 01, 2021 1:53:54 PM
Confirmation #        20871122

Snap a screenshot of this page for your records or save a copy of your application responses.

**Next Steps:**
1. Take a picture using your cell phone OR write down your **Confirmation #**

*This is **NOT** your LACCD Student ID #. Use as a reference number to resolve any issues with your application.*

1. Check your email for your LACCD student ID #.

*Email should arrive within 1-5 days. Check your spam folder as well.*