



# Dual Enrollment

## Completing the Online Application

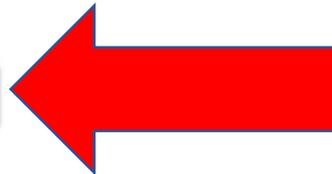
Please be sure to complete all the steps below. The application will take approximately 30 minutes to complete.

### STEP 1- FRESNO CITY COLLEGE WEBSITE

1. Go to: [www.fresnocitycollege.edu/dual](http://www.fresnocitycollege.edu/dual)
2. Scroll down and click on "Apply for Dual Enrollment"



Apply

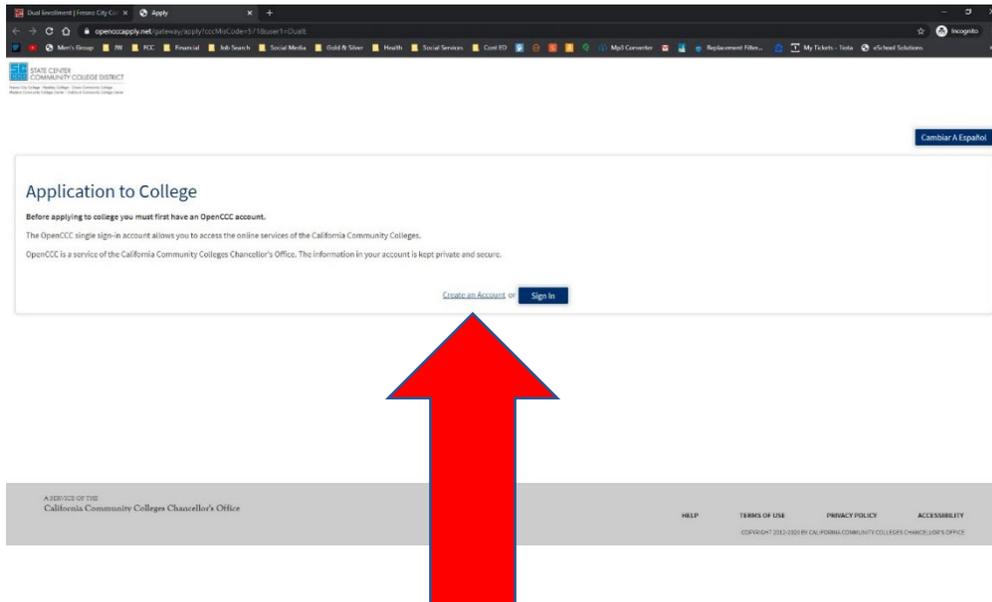


#### HIGH SCHOOL STUDENTS

There are 2 steps to registering for a dual enrollment class:

1. **Application:** You need to fill out an online [college application](#). This will allow Fresno City College to assign you a college ID which is mandatory for enrollment. Also you must complete a Dual Enrollment paper application each college semester you want to take a dual enrollment course. These paper application packets will be provided by your high school counselor.
2. **Registration:** Class registration forms will be given to you by your high school counselor and require a signature of the high school principal.

## STEP 2 – CCCAPPLY – CREATE AN ACCOUNT



The screenshot shows a web browser window with the URL [openccapply.net/gateway/apply/ocm/codes/15/16user/1/02user/](https://openccapply.net/gateway/apply/ocm/codes/15/16user/1/02user/). The page title is "Application to College". Below the title, there is a message: "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." At the bottom of this message, there are two links: "Create an Account" and "Sign In". A large red arrow points from the bottom of the page up to the "Create an Account" link. The footer of the page includes the text "A SERVICE OF THE California Community Colleges Chancellor's Office" and links for "HELP", "TERMS OF USE", "PRIVACY POLICY", and "ACCESSIBILITY".

Follow all the steps to “Create an Account.”

Create Your Account | California

account.pilot.ccmypath.org/auth/realms/OpenCCC/login-actions/registration?execution=27d93ace-0b0b-4ae4-9e50-be96a87320a8&client\_id=account&tab\_id=5gKMxgFPY0Q

California Community Colleges

Cambiar a Español

## 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**

Use mobile phone instead

Email My Verification Code

Back to Sign In

This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.

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Type here to search

71°F Partly sunny 11:51 AM 9/29/2021

Begin creating your account by using either your email or your mobile phone number.

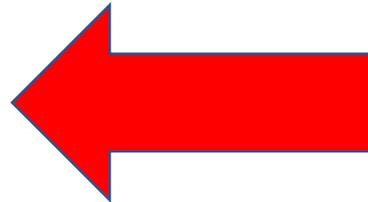
## Verify Your Account

A verification code has been sent to form\*\*\*\*\*@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

Verify Email

Didn't receive an email? [Resend email](#)  
[Back to Sign In](#)



Verify your account by typing in the verification code sent to you through your email or cell.

Create Profile | California Commi... x +

account.pilot.cccmypath.org/auth/realms/OpenCCC/login-actions/registration?execution=22b38ded-3ae9-496b-a2f3-df5f5a96f103&client\_id=account&tab\_id=cakkkForGSDA

## Create Profile

**What**  
Create a secure California Community Colleges account.

**Why**  
A California Community Colleges account will save your progress for future sessions.

**How Long**  
3 steps (Estimated 6 minutes remaining)

**Step 1 Contact Information**

Please enter your Contact Information in the following fields.

\* Required field

**Email Address \***

**Confirm Email Address \***

**Primary Phone Number**

**Phone Type**  
Mobile

For international numbers insert + before country code

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.

Create your profile by using an email that you regularly check. This email account is where you will receive your college ID number in 48-72 hours.

Create Profile | California Comm... x +

account.pilot.cccmypath.org/auth/realms/OpenCCC/login-actions/registration?execution=22b38ded-3ae9-496b-a2f3-df5f5a96f103&client\_id=account&tab\_id=cakkFOIGSDA

Step 2 Personal Information

\* Required field

Legal First Name

Legal Middle Name

Legal Last Name \*

Suffix

None

Preferred Name

Date of Birth \* ⓘ

mm/dd/yyyy

Confirm Date of Birth \*

mm/dd/yyyy



Complete all required information.

Create Profile | California Comm... x +

account.pilot.ccmypath.org/auth/realms/OpenCCC/login-actions/registration?execution=22b38ded-3ae9-496b-a2f3-df5f5a96f103&client\_id=account&tab\_id=cakkFOGSDA

### What

Create a secure California Community Colleges account.

### Why

A California Community Colleges account will save your progress for future sessions.

### How Long

3 steps (Estimated 2 minutes remaining)

Step 1 Contact Information

Step 2 Personal Information

Step 3 Credentials

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 \*)

Password

Confirm Password

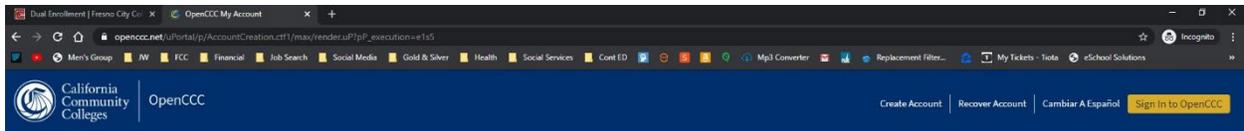
Create Account

By providing your cell phone number, you consent to receiving periodic messages. Message frequency may vary. Message and data rates may apply. Text "HELP" for help. Text "STOP" to cancel.

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PLEASE WRITE DOWN OR RECORD YOUR PASSWORD.



Account Created

Your secure OpenCCC account has been created.  
Please take a moment to ensure that you remember your username and password.

Your CCCID is: BVY8847

Next Step  
Continue to a Secure CCC Application

Continue

This CCCID number is **NOT** your college SCCCD ID number. Do **NOT** place this number on your dual enrollment registration form.

Click "Continue" to start a new application.

# STEP 3 – CCCAPPLY – START A NEW APPLICATION

The screenshot shows the CCCApply web interface. At the top left is the California Community Colleges logo. To its right is the text 'California Community Colleges' and 'CCCApPLY'. Further right, the user's account information is displayed: 'CCCID: CGA3527 Steven Caro Sign Out'. Below this, there are links for 'My Applications' and 'Settings'. On the left side, the 'STATE CENTER COMMUNITY COLLEGE DISTRICT' logo is visible, along with a list of colleges: Fresno City College, Reedley College, Clovis Community College, Modesto Community College, and Oakhurst Community College Center. The main heading is 'My Applications'. Below this heading is a large white box containing a blue button labeled 'Start a New Application', which is pointed to by a large red arrow. Below this box is a section titled 'In-Progress Applications' with a minus sign icon. The text below this section reads: 'Below are applications you have started but have not yet submitted. You can resume or delete individual applications at any time.' Below the text is a table with the following columns: App ID, College, Type, Started, Paused, Last Page, Resume, and Trash.

Click to Start a New Application

Application #: 23821371

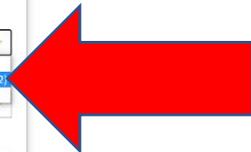
- Enrollment
- Profile
- Education
- Citizenship/Military
- Residency
- Needs & Interests
- Demographic Information
- Supplemental Questions
- Submission

### Welcome

#### Enrollment Information

Term Applying For

- Summer/Fall 2022 High School Enrich/DUAL Enrollment (May 23, 2022 to December 09, 2022)
- Select --
- Summer/Fall 2022 High School Enrich/DUAL Enrollment (May 23, 2022 to December 09, 2022)**
- Summer/Fall 2022 (May 23, 2022 to December 09, 2022)
- Maintain certificate or license



Major Category

- Business

Intended Major or Program of Study

- Bus & Tech - Off Professional - Medical Office Professional (Certificate of Achievement)

Save Continue

**IMPORTANT:** Select the option that says, "High School Enrich/DUAL Enrollment."

|                         |   |
|-------------------------|---|
| Enrollment              | ✓ |
| Profile                 | 1 |
| Education               | ○ |
| Citizenship/Military    | ○ |
| Residency               | ○ |
| Needs & Interests       | ○ |
| Demographic Information | ✓ |
| Supplemental Questions  | ○ |
| Submission              | ○ |

## 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?**

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.

Complete the Profile page.

Fresno City College | Term: Summer/Fall 2022 High School Enrich/DUAL Enrollment  
Application #: 23821371

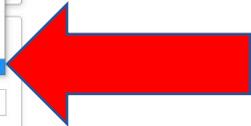
- Enrollment ✓
- Profile ✓
- Education ⓘ
- Citizenship/Military ○
- Residency
- Needs & Interests ○
- Demographic Information ⓘ
- Supplemental Questions ○
- Submission

### Education

#### College Enrollment Status

As of July 01, 2022, I will have the following college enrollment status: ⓘ

- Select enrollment status --
- Select enrollment status --
- First-time student in college (after leaving high school)
- First time at this college; have attended another college
- Returning student to this college after absent for a main term
- Adult school student in a high school diploma or equivalency program
- Enrolling in high school (or lower grade) and college at the same time**
- Select enrollment status --



#### Current or Most Recent High-School Attended ⓘ

- Select Last School --

**IMPORTANT:** You are **NOT** a first-time student in college. You are enrolling in high school and college at the same time.

Select this option: “Enrolling in high school (or lower grade) and college at the same time”

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.

DUNCAN

Displaying 3 matches.  
My school is not in the list

Duncan-russell Continuation Tracy

Erma Duncan Polytechnical High Fresno

Duncan-Russell Continuation Tracy

Select "I attended high school."

**IMPORTANT:** Select the high school in which you will be Dual Enrolled from the dropdown list. Make sure to click on the high school's name when it autofills in.

Note: You may have been home schooled, but you will be Dual Enrolled at a high school, so please select: "I attended high school."

Fresno City College | Term: Summer/Fall 2022 High School Enrich/DUAL Enrollment

Application #: 23821371

- Enrollment ✓
- Profile ✓
- Education ○
- Citizenship/Military ○
- Residency
- Needs & Interests ✓
- Demographic Information ○
- Supplemental Questions ○
- Submission

## Citizenship/Military

### Citizenship & Immigration

Citizenship & Immigration Status ⓘ

-- Select Status --

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.

### U.S. Military/Dependent of Military

U.S. Military status as of May 22, 2022 ⓘ

-- Select Status --

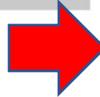
Save

Continue >

Complete Citizenship page.

Fresno City College | Term: Summer/Fall 2022 High School Enrich/DUAL Enrollment  
Application #: 23821371

- Enrollment ✓
- Profile ✓
- Education ○
- Citizenship/Military ⓘ
- Residency
- Needs & Interests ⓘ
- Demographic Information ⓘ
- Supplemental Questions ○
- Submission



### Needs & Interests

This information you provide on this page will not be used in making admission decisions and will not be used for discriminatory purposes.

#### 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

Note: You do **NOT** need Financial Assistance for Dual Enrollment

Complete Needs & Interests page.

Application #: 23821371

- Enrollment ✓
- Profile ✓
- Education ○
- Citizenship/Military ⓘ
- Residency
- Needs & Interests ✓
- Demographic Information ⓘ
- Supplemental Questions ○
- Submission

## Demographic Information

### Gender

This information will be used for state and federal reporting purposes. It is optional and voluntary and will not be used for a discriminatory purpose. "Gender" in this context, means a person's sex, or a person's [gender identity](#) and [gender expression](#).

Gender ⓘ

-- Select Gender --

### 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 --

Complete Demographic Information page.

- Enrollment ✓
- Profile ✓
- Education ○
- Citizenship/Military ⓘ
- Residency
- Needs & Interests ✓
- Demographic Information ⓘ
- Supplemental Questions ⓘ
- Submission

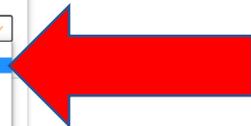
### Supplemental Questions

State Center Community College District would like to gather some additional information on your admission application.

#### Primary Location

Please select the location where you will be enrolling for the majority of your courses.

--Select--  
--Select--  
Fresno City College  
Reedley College  
Clovis Community College  
Madera Community College  
Clovis Herndon Campus  
Madera Community College at Oakhurst



Please select all the types of text messages you would like to receive from the college.

Complete Supplemental Questions page.

Select: "Fresno City College."

### Income Information

NUMBER IN HOUSEHOLD: Include head of household (you or your parent) and all others dependent on head of household.

-- Select --

Family Income: In order that the college can comply with government reporting requirements, please estimate your family income for the last calendar year and select the appropriate category.

-- Select --

Are you a single parent?

Yes  No

DISPLACED HOMEMAKER: A displaced homemaker is a person who 1) has not worked for 5 or more years except to provide unpaid services for family members 2) has been dependent on either the income of another family member or on public assistance because of dependent children in the home. 3) is no longer receiving income from either source. 4) is currently unemployed or underemployed and having difficulty in obtaining or upgrading employment. I believe I meet the qualifications of displaced homemaker.

Yes  No

Do you receive HUD Section 8 Housing or other public assistance?

Yes  No



**Note: You are NOT a DISPLACED HOMEMAKER.**

Fresno City College | Term: Summer/Fall 2022 High School Enrich/DUAL Enrollment

Application #: 23821371

## Submission

|                         |   |
|-------------------------|---|
| Enrollment              | ✓ |
| Profile                 | ✓ |
| Education               | ✓ |
| Citizenship/Military    | ✓ |
| Residency               | ✓ |
| Needs & Interests       | ✓ |
| Demographic Information | ✓ |
| Supplemental Questions  | ✓ |
| Submission              | 1 |

### 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

Complete Submission page.



residency may result in District action.

- I understand that all materials and information submitted by me for purposes of admission become the property of Fresno City College.

By Checking here, I, \_\_\_\_\_, 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 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](http://www.icanaffordcollege.com), and on most college websites.

Click “By Checking Here, I,” to provide required permissions

Click “Submit My Application.” Please screenshot or take a picture of the confirmation.

## STEP 4 – COMPLETE THE DUAL ENROLLMENT REGISTRATION FORM.

Once you complete the application, within 48-72 hours, you will receive an email to the address you provided that will provide you with your college SCCCID ID number, a 7-digit number with NO LETTERS. Place this number on the registration form. Complete the form with your high school counselor.