SBCC Application Guide
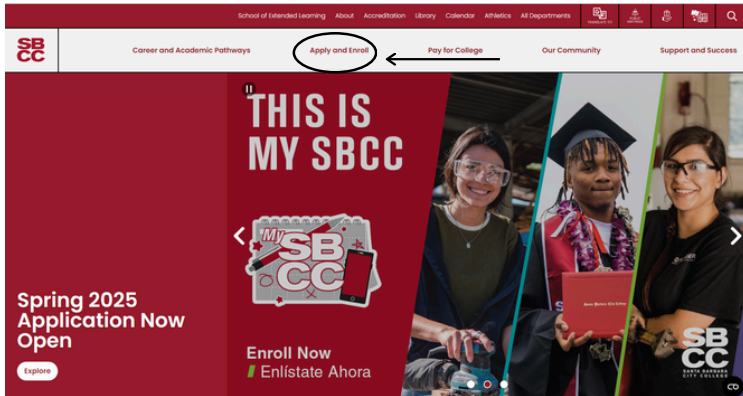
- Go to sbcc.edu **(Recommend browser: Google Chrome)**

- Click on "Apply and Enroll"

- Select and click on your "Student Type"

- Click on "Apply to SBCC"

- 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**

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

STEP 6

- Click on "Begin Creating an Account"
- In the next section you will create your CCC-Apply Account
- Important: This is NOT the same as your "My SBCC" Account
- Verify your Email or Phone used

Create Your Account

STEP 7

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

- 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 click on "Forgot your password?" and reset
  - IMPORTANT!
    - "Skip Verify" your identity and verify at a later time

Account Exists

Our records show we already have an account associated with
Please click Forgot your password? button
to start account recovery. Need Help? Contact Support

Forgot your password?

Back to Create Account

STEP 8

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

SBCC SANTA BARBARA CITY COLLEGE

Cambiar A Español

Application 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

STEP 9

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

SBCC SANTA BARBARA CITY COLLEGE

My Applications | Cambiar A Español | Help

My Applications

Start A New Application

STEP 10

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 "My SBCC"
- **"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 "My SBCC"
- Next Click "Continue"

Enrollment Information

Term Applying For ?

-- Select --

Educational Goal ?

-- Select --

Major Category ?

-- Select --

Intended Major or Program of Study ?

-- Select --

Save   Continue >

Current or Recent High School Transcripts needed

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"

Education

College Enrollment Status

As of July 01, 2021, I will have the following college enrollment status:

-- Select enrollment status --

High School Education

High school education level as of July 01, 2021

Received high school diploma from U.S. school

High school completion date

Month	Day	Year
-- Select --	-- Select --	

Did you receive your diploma, GED, or certificate in **California**?
○ Yes   ○ No

Have you attended high school in California for three or more years?
○ Yes   ○ No

Last 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.

High School Transcript Information

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

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 cumulative unweighted GPA as of the end of 11th 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.

12th grade Honors English Composition or Literature

What grade did you receive?

A

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.

Statistics

What grade did you receive?

A

Save	Continue

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
- Next click "Continue"

Citizenship/Military

Citizenship & Immigration

Citizenship & Immigration Status ⓘ

U.S. Citizen

U.S. Military/Dependent of Military

U.S. Military status as of January 10, 2021 ⓘ

None apply to me

Save   Continue

Special Note:
- 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

Complete Residency Section

- **"California Residence"**
  - Indicate yes or no if you have lived in California for two years or more as of
  - **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
- Next click "Continue"

Residency

California Residence

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

○ Yes ○ No

Out-of-State Activities

As of January 10, 2019, have you engaged in any of the following activities? Check each activity that applies.

☐ I paid taxes outside of California ⓘ
☐ I registered to vote outside of California ⓘ
☐ I declared residency at a college or university outside of California ⓘ
☐ I filed for a lawsuit or divorce outside of California ⓘ

Special Residency Categories

Have you ever been in court-ordered foster care? ⓘ

○ Yes ○ No

Save   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 (?) for definitions and explanations

Needs & Interests Section

- **"Main Language"**
  - Select Yes or No
- **"Financial Assistance"**
  - Select Yes or No for additional information
- **"Athletic Interest"**
  - Select Yes or No for additional information
- **"Programs & Services"**
  - Check the programs and services in which you are interested
- Next click "Continue"

**To learn more about
SBCC Student Programs and Services visit:**
www.sbcc.edu/studentservices/

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
clear selection

Are you receiving TANF/CalWORKs, SSI, or General Assistance?
○ Yes ● No
clear selection

Athletic Interest

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

(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.
○ Yes, I am interested in intramural or club sports, but not in playing on an intercollegiate team.
● 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)
☐ CalWorks
☐ Career planning
☐ Child care
☐ Counseling - personal
☐ DSPS - Disabled Student Programs and Services
☐ EOPS - Extended Opportunity Programs and Services
☐ ESL - English as a Second Language
☐ Health services
☐ Housing information
☐ Employment assistance
☐ Online classes
☐ Re-entry program (after 5 years out)
☐ Scholarship information
☐ Student government
☐ Testing, assessment, orientation
☐ Transfer information
☐ Tutoring services
☐ Veterans services

Save | Continue

Demographic Information Section

- **"Gender/Transgender"**
  - Gender/Transgender questions are optional, you may decline to state
- **"Sexual Orientation"**
  - Sexual Orientation questions are optional, you may decline to state
- **"Parent/Guardian Educational Levels"**
  - Indicate the education levels of the parents and/or guardians who raised you
- **"Race/Ethnicity"**
  - Per U.S. Department of Education guidelines, colleges are required to collect this racial and ethnic 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
- Next click "Continue"

CA Law:
By California law, the California Community Colleges collect voluntary demographic information regarding the sexual orientation, gender identity, and gender expression of students. This information is used for summary demographic reporting and will not be used for a discriminatory purpose. Your responses are kept private and secure. Providing this information is optional.

Demographic Information

Gender/Transgender

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 ⊕ | Do you consider yourself transgender? ⊕
-- Select Gender -- | -- Select Transgender Resp --

Sexual Orientation

By California law, the California Community Colleges collect voluntary demographic information regarding the sexual orientation, gender identity, and gender expression of students.

- This information is used for summary demographic reporting and will not be used for a discriminatory purpose.
- Your responses are kept private and secure.
- Providing this information is optional.

Please indicate your sexual orientation ⊕
-- Select Sexual Orientation --

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 --

Race/Ethnicity

Per U.S. Department of Education guidelines, colleges are required to collect this racial and ethnic 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

Save | Continue

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"

Submission

- **"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

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

Name
CCCID
College   Santa Barbara City College
Term
Email
Date & Time
Confirmation #

CREATING / LOGGING INTO YOUR "MY SBCC" ACCOUNT

It may take up to 24 hours before you can log onto your "My SBCC".
Some students may be able to log on within 15-30 of submitting their application.
Continue to Step 18...

*If after 24 hours you are still unable to log into your "My SBCC" after submitting your application contact the Enrollment Services Department
805.730.4086 or info@sbcc.edu

STEP 18

- Click on "My SBCC"
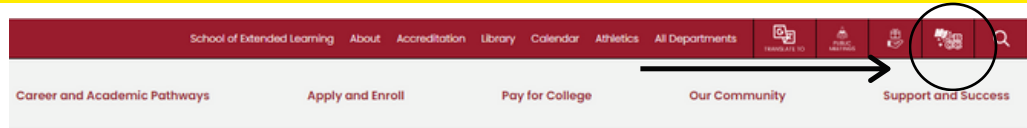
STEP 19

- Log into your "My SBCC" Account, using your "Username and Password"

- If you don't know your Username or Password click on "Find Username" to retrieve account info then log in

SBCC LOGIN

Virtual Desktop Access Issues
We are investigating an issue where users are unable to access the Student or Employee desktops in the VDI VMware desktop environment. Our technicians are working on the problem. You can check the status of this issue here:
https://status.sbcc.edu

Username
Enter your username

Password
Enter your password
☐ Show password

Login

Forgot Password

- Find Username
- Need help? ¿Necesita ayuda?
- Former Student Transcript Ordering
  - Student Record Privacy Info   • Terms and Conditions

SANTA BARBARA CITY COLLEGE
Account Password Management

Complete to find your username or reset your password

* First Name
* Last Name
* Birth Date   (mmddyy)
* Last 4 Digits of Approved ID
(Social Security Number CCID, SSAN, Tax ID or Lumens ID)

Clear Form Look Up

* Indicates a REQUIRED field.

Use full legal name

Login Help

STEP 20

- Hover over "Class Registration and Schedule"
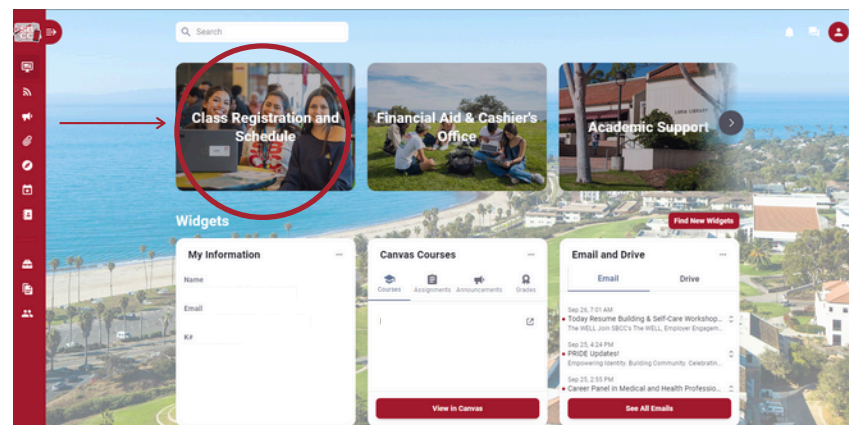
STEP 21

- Click on "Registration"

- Click on "Check Your Pre-Registration requirements and Registration Appointment"

- Select appropriate Term
- Next Select "Submit"

Registration

Check Your Pre-Registration Requirements and Registration Appointment
Check your pre-registration requirements, holds, academic standing, and your registration appointment day/time.
Select Term
Stop here first to select a term to work with while you're within the Registration module.
Register, Add or Drop Classes
Add or Drop classes here. Links to class search, fees and schedules.
Look Up Classes to Add
Need to find a class? Start here. You can move right into registration once you've found the class(es) you want.
Week at a Glance
Student Schedule and Bill
A look at your schedule, complete with times, locations, instructors and course deadlines. A must for those who've forgotten where to go.
Student Detail Schedule
Check your waitlist position. View more details about your class schedule.
Update Ed Goal & Major
Change your educational goal and/or your major. NOTE: Changing your educational goal after October 15 (Summer/Fall) or March 15 (Spring) will not affect your priority registration appointment date and time for the next semester. Additionally, changing your educational goal will NOT remove preregistration holds (orientation, assessment and advising).
Registration Fee Assessment
See how much you owe with detail codes that explain the charges.
Register to Vote!
Link to the ca.gov register to vote site.

Registration Term

Select a Term: [_____ ▼]

SUBMIT

- 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 [_____] GO

RETURN TO MENU   SITE MAP   HELP   RETURN TO PIPELINE

Pre-Registration Requirements and Holds

K00
Spring 2021
Jan 12, 2021 10:37 am

You may register starting at:
Date   Time
28-OCT-2020 8:00am

⚠ No holds exist on your record.

✔ You have no Holds which prevent registration.
✔ Your Combined Academic Standing is Academic Good Standing.
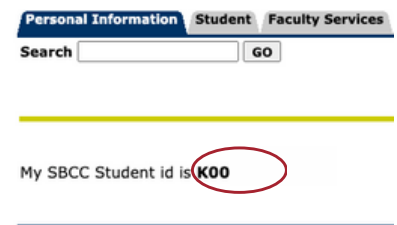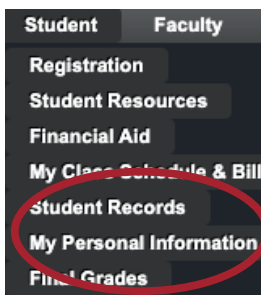
SBCC K #:
Your K# will displayed at the top right corner of this page.
Write your K# down or save it in your phone.
You will continue to use your K# while at SBCC, so have it handy!

- 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
Registration
Student Resources
Financial Aid
My Class Schedule & Bill
Student Records
My Personal Information
Final Grades

Personal Information   Student   Faculty Services
Search [____] Go

Personal Information

My Addresses and Phones
My E-mail Addresses
My Emergency Contacts
Name Change Information
Social Security Number Change Information
Change your Password
Need to update your Password? Change it here.
My SBCC Student ID (K number)
View my Student ID (K number)
Preferred First Name
Pipeline Login Security Options

Personal Information   Student   Faculty Services
Search [_____] GO

My SBCC Student id is K00

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.

*Santa Barbara Local High School Seniors continue to Step 24 to Opt-Into the SBCC Promise *
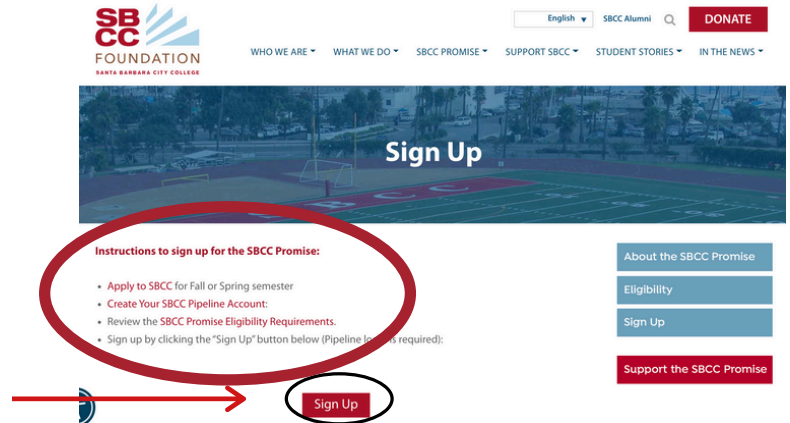
- SBCC Promise Sign-Up
  - Go to www.sbccpromise.org
  - Click on "Sign Up"
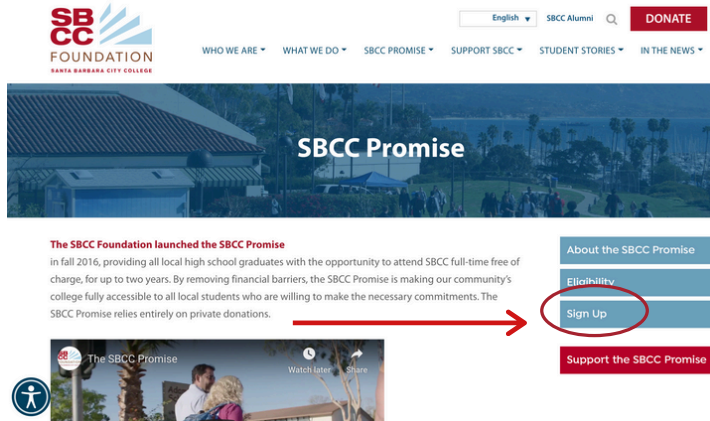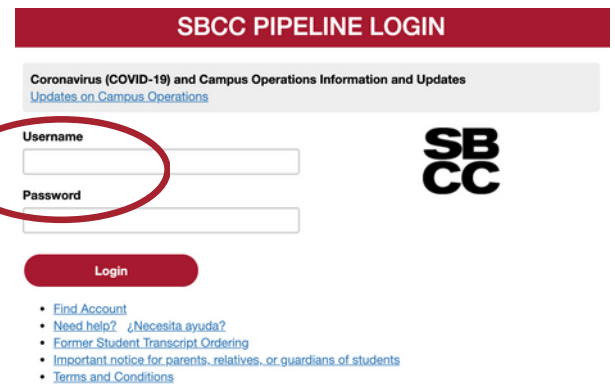

- Instructions to sign up for the SBCC Promise
  - Double check that you have completed all steps on the "Instructions List" below
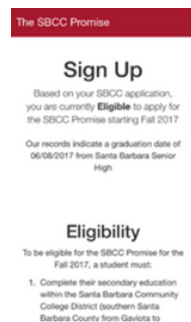 - Next then Click "Sign Up"

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

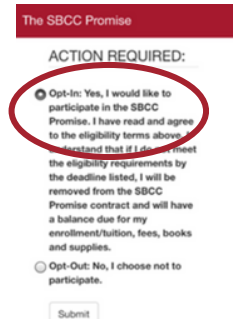- "Opting-In" to the SBCC Promise

- 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

- 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 you "My SBCC" 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 "My SBCC", Hover over "Student", Click "Financial Aid" > Click "Award"
  - **Checking for Financial Aid Outstanding Requirements/Documents:**
    - Log into "My SBCC", 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:
      - www.sbcc.edu/financialaid
      - (805) 730-5157

- **Complete Orientation**
- **Register for Class Planning**

- Need Help?

- Have questions?

- We are here to help!

Enrollment Services

- **Contact us!**
  - **Phone:** (805)730-4086 (during phones hours)
  - **Email:** Available to send messages at all hours and response time is within 24 business hours > info@sbcc.edu

9.26.2024