

# SBCC Fall 2024 - Application Steps

## GENERAL STUDENT ENGLISH GUIDE

### STEP 1

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

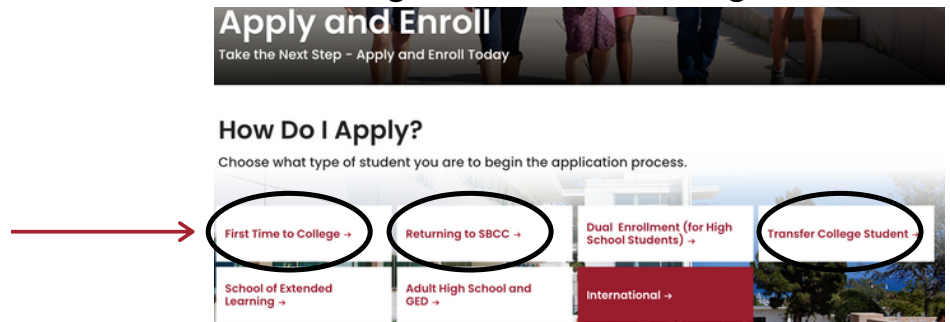
### STEP 2

- Scroll down and click on "Apply and Enroll"



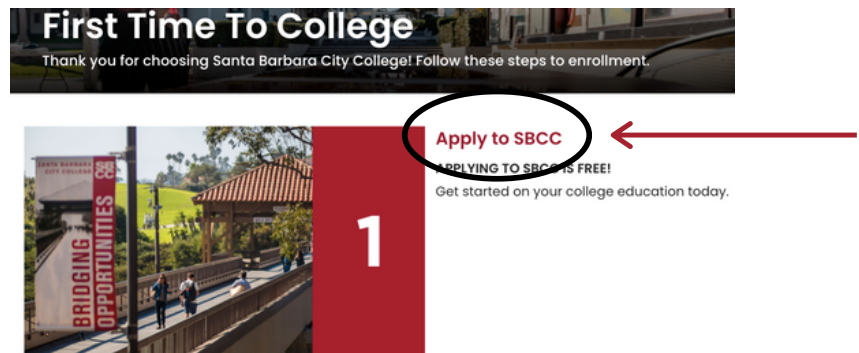
### STEP 3

- Click on "First Time to College, Returning or Transfer College Student"



### STEP 4

- Click on "Apply to SBCC"



### 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.



## 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 "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

### 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

### Verify Your Account

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

Verify Email

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

## 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

**Step 1 Contact Information**

Please enter your Contact Information in the following fields.

1 Email Address \*

Confirm Email Address \*

Primary Phone Number  Phone Type

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.

Are you currently homeless?  Yes  No

Please agree to the Terms of Use and fill all required fields in Step 2 in order to proceed to the next step.

Next

**Step 2 Personal Information**

2 Legal First Name

Legal Middle Name

Legal Last Name \*

Suffix

Preferred Name

Date of Birth \*

Confirm Date of Birth \*

Country

Zip Code \*

Street 1 \*

Street 2

City \*

State \*

**Step 3 Credentials**

3 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

- 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"

The image shows two parts of a web interface. On the left, a message titled "Account Exists" states: "Oops, our records show we already have an account associated with this profile information. Please click Recover Account to start account recovery. Need Help? Contact Support". Below this message is a blue button labeled "Recover Account" which is circled in red, with a red arrow pointing to it from the left. Below the button is a "Back" link. On the right, a form titled "Recover Account" asks for "Date of birth" (with a dropdown menu showing "mm/dd/yyyy" and a calendar icon) and "Last name". A red arrow points from the "Recover Account" button to the "Date of birth" field. Below the "Last name" field is a "Next" button, also circled in red, with a red arrow pointing to it from the left.

## STEP 8

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

The image shows a page titled "Application for Admission to College". It contains the text: "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, there are two buttons: "Create an Account" and "Sign In". The "Sign In" button is circled in red, with a red arrow pointing to it from the right.

## STEP 9

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

The image shows the top part of the SBCC website. The logo "SBCC SANTA BARBARA CITY COLLEGE" is at the top. Below it is a navigation bar with "My Applications", "Cambiar A Español", and "Help". The main heading is "My Applications". Below this heading is a search bar and a button labeled "Start A New Application", which is circled in red. A red arrow points from the search bar to the "Start A New Application" button.

## 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 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
- Next Click "Continue"

The image shows a form titled "Enrollment Information". It has four dropdown menus: "Term Applying For", "Educational Goal", "Major Category", and "Intended Major or Program of Study". Each dropdown menu has a red arrow pointing to it from the left. At the bottom of the form are two buttons: "Save" and "Continue". The "Continue" button is circled in red, with a red arrow pointing to it from the right.

## Complete Student "Profile"

- "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, make 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?**

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.

**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 [?](#)

My current mailing address is **outside the United States** [?](#)

Street Address [?](#)

Include apartment number or suite

City [?](#)

State [?](#)

Zip Code [?](#)

## 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 fit 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

The screenshot shows the 'Education' section of a form with several fields highlighted by red arrows:

- College Enrollment Status:** A dropdown menu with the option 'First-time student in college (after leaving high school)' selected.
- High School Education:** A dropdown menu with 'Received high school diploma from U.S. school' selected.
- High school completion date:** Three dropdown menus for Month, Day, and Year.
- Did you receive your diploma, GED, or certificate in California?:** Radio buttons for 'Yes' and 'No', with 'Yes' selected.
- Have you attended high school in California for three or more years?:** Radio buttons for 'Yes' and 'No', with 'Yes' selected.
- Last School Attended:** A dropdown menu with 'I attended high school.' selected.
- Country:** A dropdown menu with 'United States of America (the)' selected.
- State:** A dropdown menu with 'California' selected.
- Enter the name or city of the last school or homeschool you attended. Then make a selection from the list.:** A text input field with a dropdown arrow.
- High School Transcript Information:**
  - What was your unweighted high school GPA (grade point average)?** A text input field.
  - What was the highest English course you completed in high school?** A dropdown menu with '12th grade Honors English Composition or Literature' selected.
  - What grade did you receive?** A dropdown menu with 'A' selected.
  - What was the highest math course you completed in high school?** A dropdown menu with 'Statistics' selected.
  - What grade did you receive?** A dropdown menu with 'A' selected.
- Buttons:** 'Save' and 'Continue' buttons at the bottom, with 'Continue' circled in red.

### 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
- Quetzal / Alta Vista HS: Alta Vista Alternative HS, Santa Barbara
- 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

# STEP 13

## 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

#### 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


# 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
- Next click "Continue"

### Residency

## 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

# STEP 15

## 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/student-services/](http://www.sbcc.edu/student-services/)

## 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](#)

# STEP 16

## 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"

## 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](#)

### 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.

# STEP 17

## 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"

## Supplemental Questions

Santa Barbara City College would like to gather some additional information on your application to college.

**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 Foundation 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 --

Save Continue

# STEP 18

## 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"

## Submission

**Review Your Responses**

[View 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

**Submit Your Application**

You are about to submit your application to Santa Barbara 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 43030 of subchapter 4.3 of chapter 5 of division 6 of title 5 of the California Code of Regulations.

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 fabrication, 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.

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 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 expenses.
- 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 online.

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.icanurforcollege.com](http://www.icanurforcollege.com), and on most college websites.

Submit My Application



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



# SAVE IT FOR YOUR RECORDS!

Great Job,

Your application was submitted.

## Confirmation

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

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

## Confirmation

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

## CREATING / LOGGING INTO YOUR SBCC PIPELINE ACCOUNT

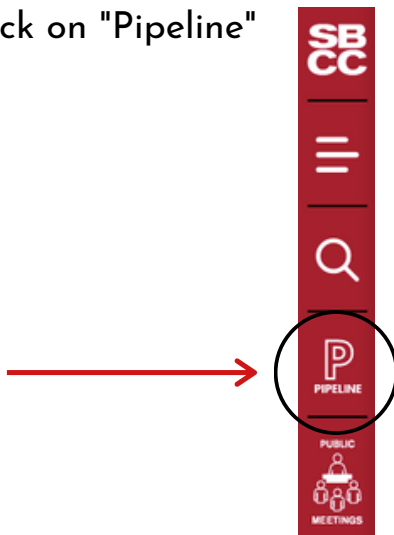
It may take up to 24 hours before you can log onto your Pipeline Account. Some students may be able to log on within 15-30 of submitting their application.

Continue to Step 19...

*\*If after 24 hours you are still unable to log into your Pipeline Account after submitting your application contact the Enrollment Services Department 805.730.4086 or [info@sbcc.edu](mailto:info@sbcc.edu)*

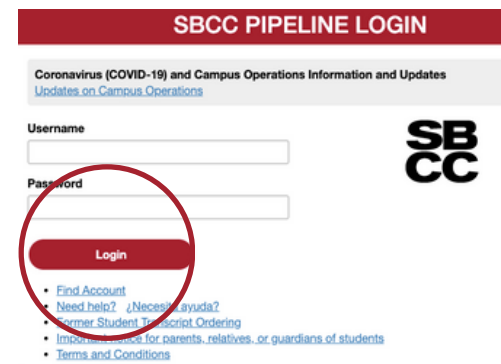
### STEP 19

- Click on "Pipeline"



### STEP 20

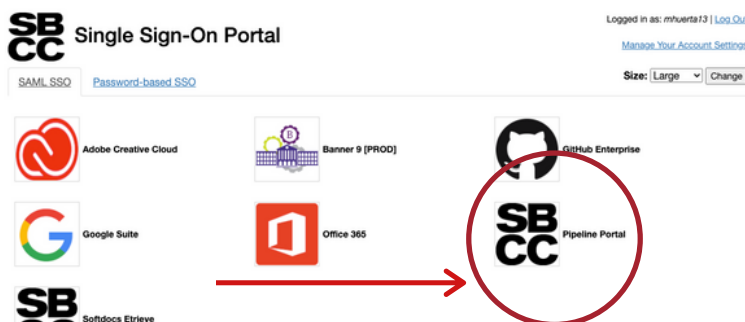
- Log into your Pipeline Account, using your Pipeline "Username and Password"



- If you don't know your Pipeline Username or Password click on "Find Account" to retrieve account info then return to Step 19

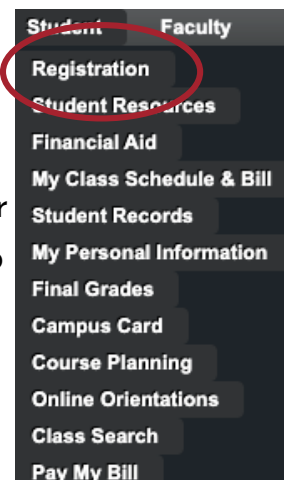
### STEP 21

- Click on SBCC Portal



### STEP 22

- Once inside your Pipeline Account, hover over the "Student" tab and click on "Registration" in the drop-down list



## STEP 23

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

### Registration

[Check Your Pre-Registration Requirements and Registration Appointment](#)

[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.

## STEP 24

- Select a Term
- Next Select "Submit"

### Registration Term

Select a Term: **Fall 2024**

**SUBMIT**

## STEP 25

- 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](#) [CONTACT US](#) [SCHEDULE](#)

### Pre-Registration Requirements and Holds

**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.

K00 ..... Spring 2021  
Jan 12, 2021 10:37 am

### SBCC K #:

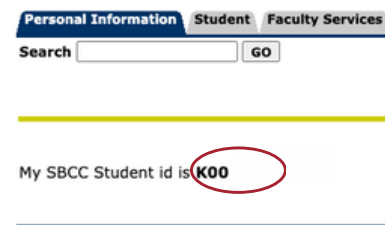
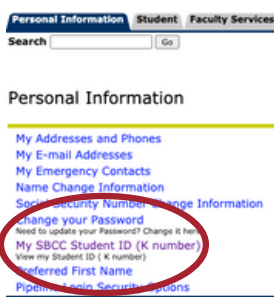
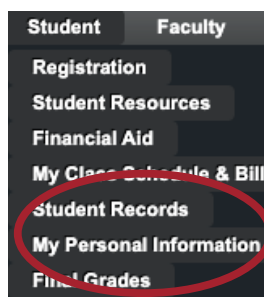
Your K# will displayed at the top right corner of this page.

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)"



## PROMISE OPT-IN

### Are you eligible for the SBCC Promise?

Do you meet the following SBCC Promise Eligibility Requirements:

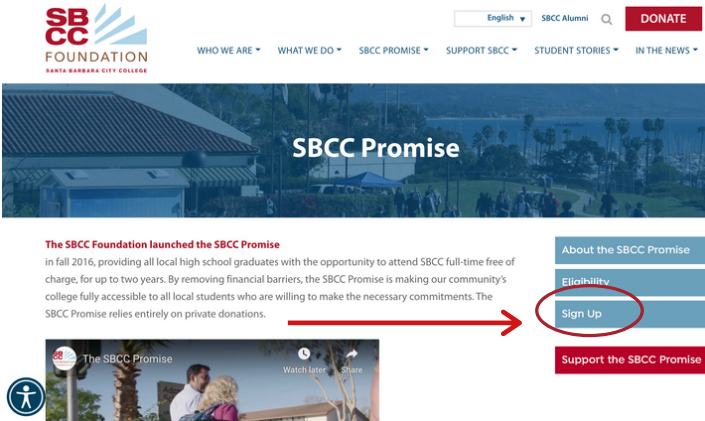
- Complete your secondary education within the Santa Barbara Community College District
- Enroll at SBCC for the fall or spring semester immediately after your high school graduation, GED completion, or the equivalent.

\*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\*

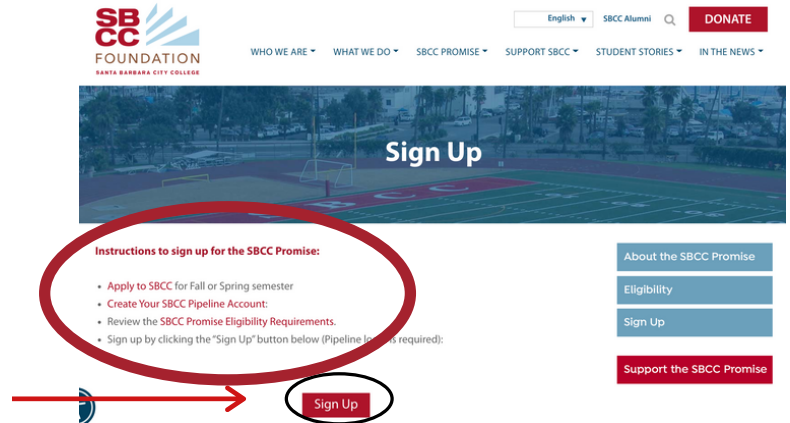
## STEP 26

- SBCC Promise Sign-Up
  - Go to [www.sbccpromise.org](http://www.sbccpromise.org)
  - Click on "Sign Up"



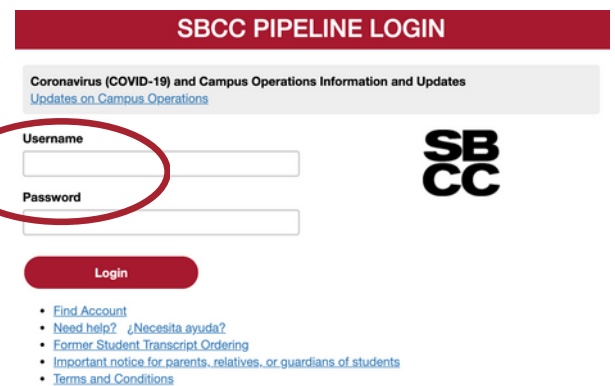
## STEP 27

- 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"



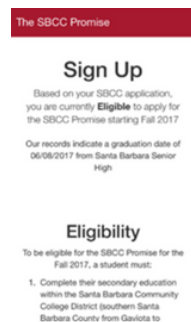
## STEP 28

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



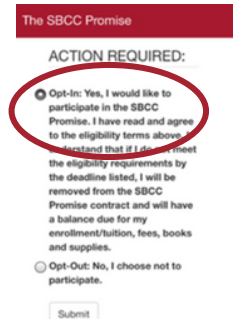
## STEP 29

- "Opting-In" to the SBCC Promise



## 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:
      - [www.sbcc.edu/financialaid](http://www.sbcc.edu/financialaid)
      - (805) 730-5157
      - [Virtual Front Desk \(VFD\)](#)

### Complete Orientation

- Register for Class Planning

## 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**  
[www.sbcc.edu/enrollmentservices/](http://www.sbcc.edu/enrollmentservices/)
- **Email:** Available to send messages at all hours and response time is within 24 business hours > [info@sbcc.edu](mailto:info@sbcc.edu)