<u>City College Application Steps:</u>

1. Create CCC account and get CCID.

       a. Go to openccc.net and create an account. You will receive a CCID with letters and numbers (i.e. bhg345).

Go to: https://www.openccc.net/uPortal/p/AccountCreation.ctf1/max/render.uP

2. Apply to San Diego City College.

       a. Go to CCCapply.org: https://cccapply.org/en/

       b. Use the CCID from Step 1 to apply to SD City College. Once complete, you will receive a 10-digit CSID (i.e. 0001234567)

3. Complete DocuSign.

       a. E-mail your CSID to the CCAP Coordinator, Ms. Muniz, at smuniz@sandi.net. You will then receive the link to complete DocuSign.

       b. Click on the DocuSign link and complete the form. Make sure to enter your parent's correct e-mail so they may sign as well.