Fresno City College

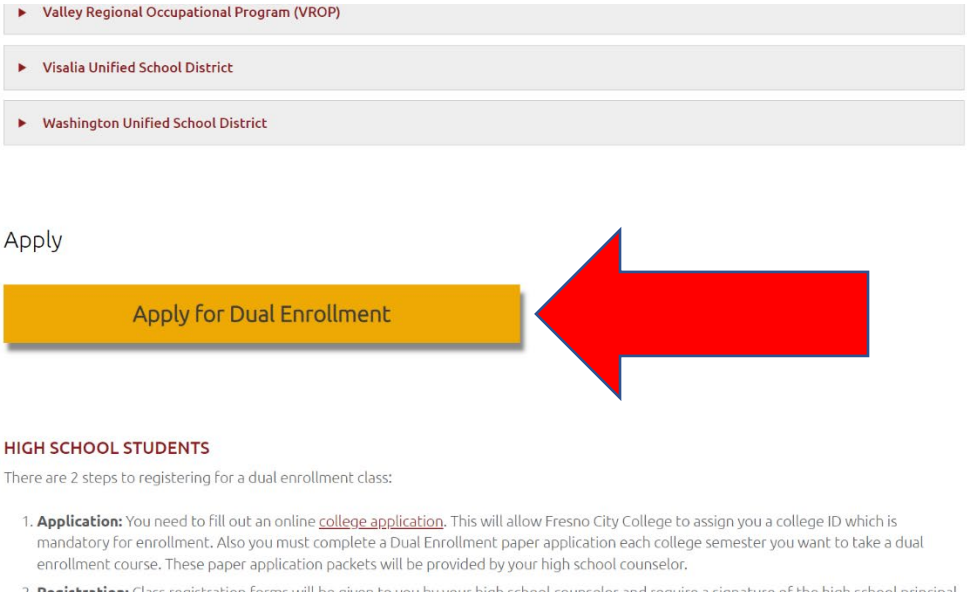
Dual Enrollment

Completing the Online Application

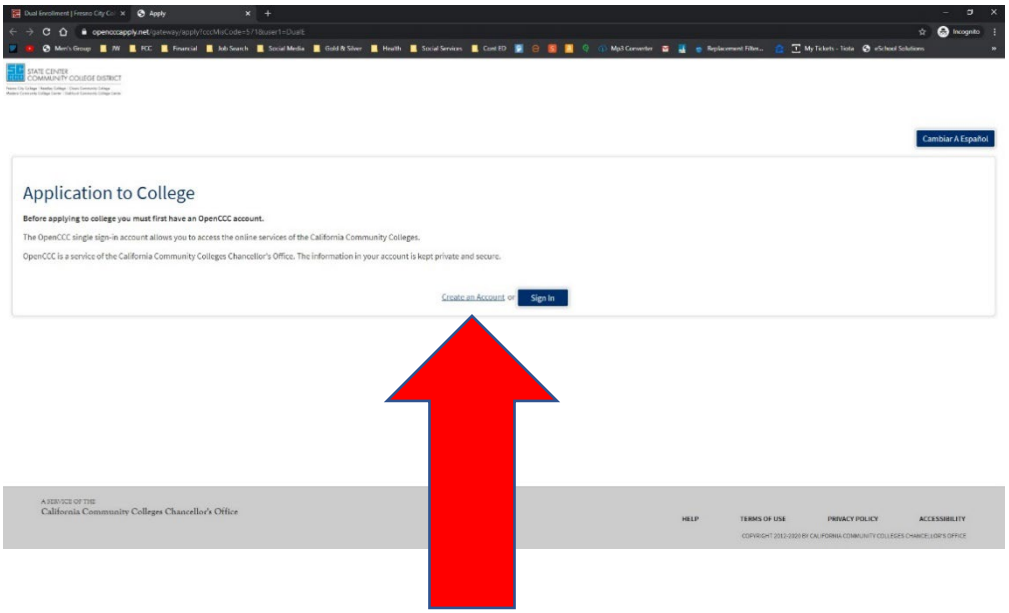
Please be sure to complete all the steps below. The application will take approximately 30 minutes to complete.

STEP 1- FRESNO CITY COLLEGE WEBSITE

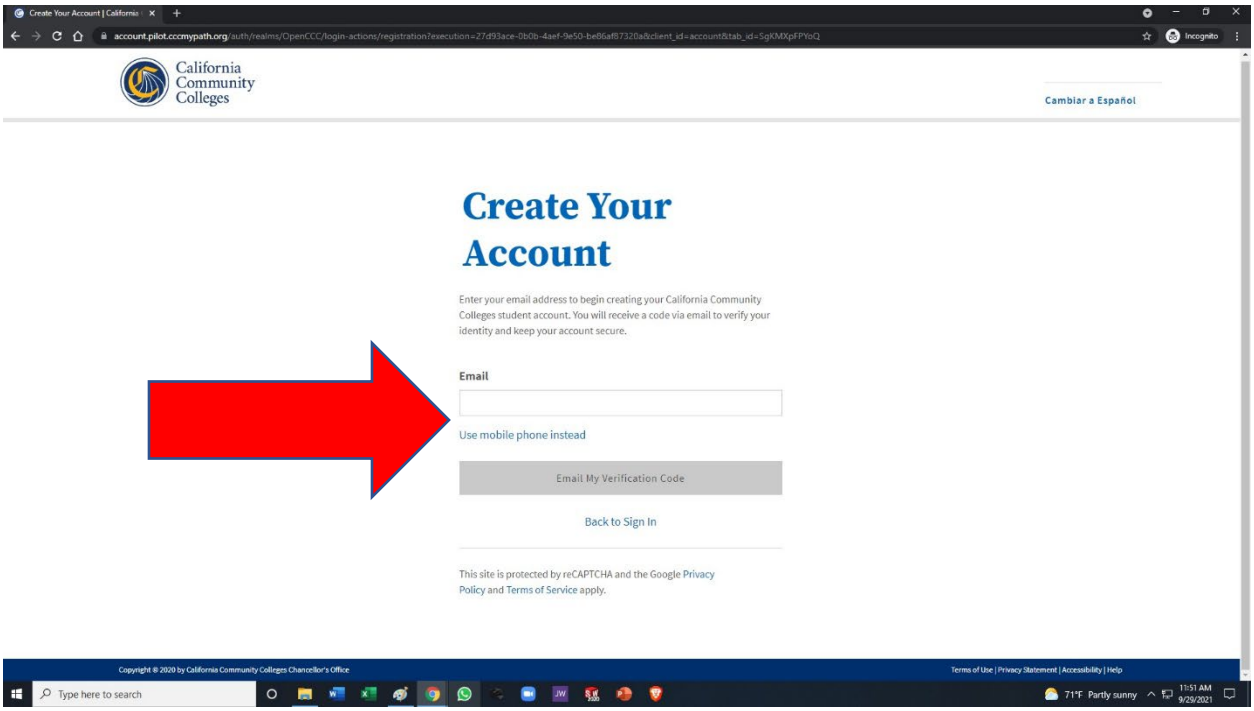
1. Go to: www.fresnocitycollege.edu/dual
2. Scroll down and click on "Apply for Dual Enrollment"



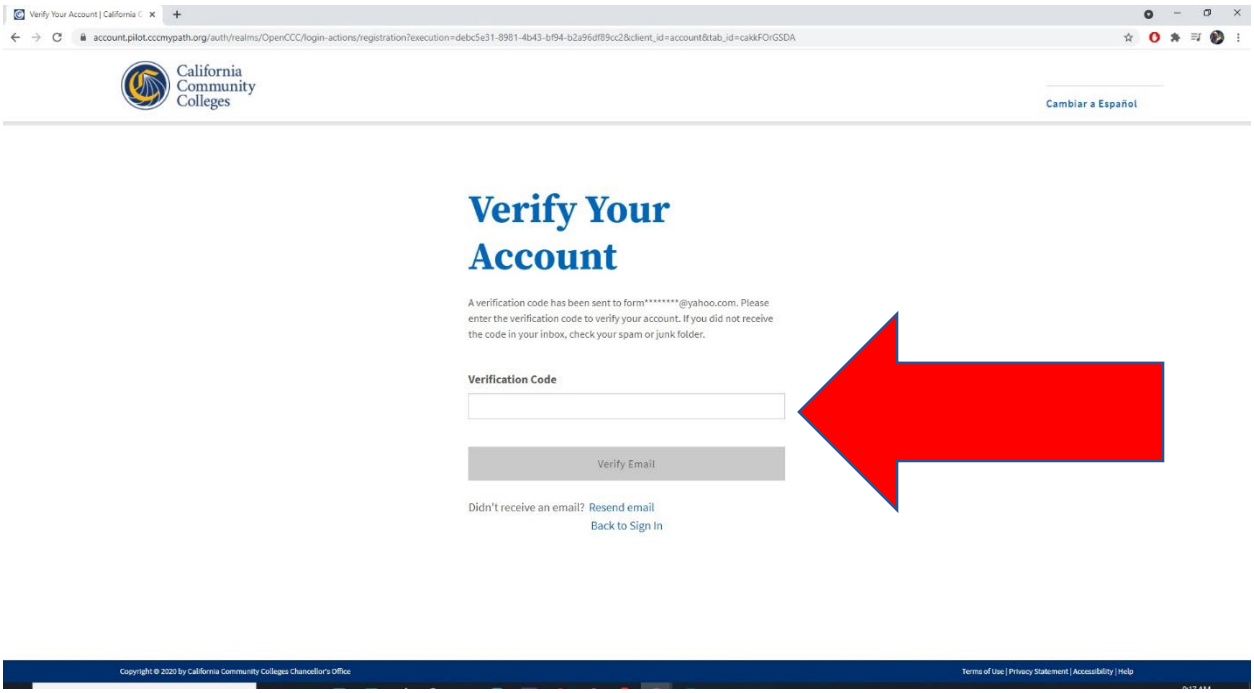
STEP 2 – CCCAPPLY – CREATE AN ACCOUNT



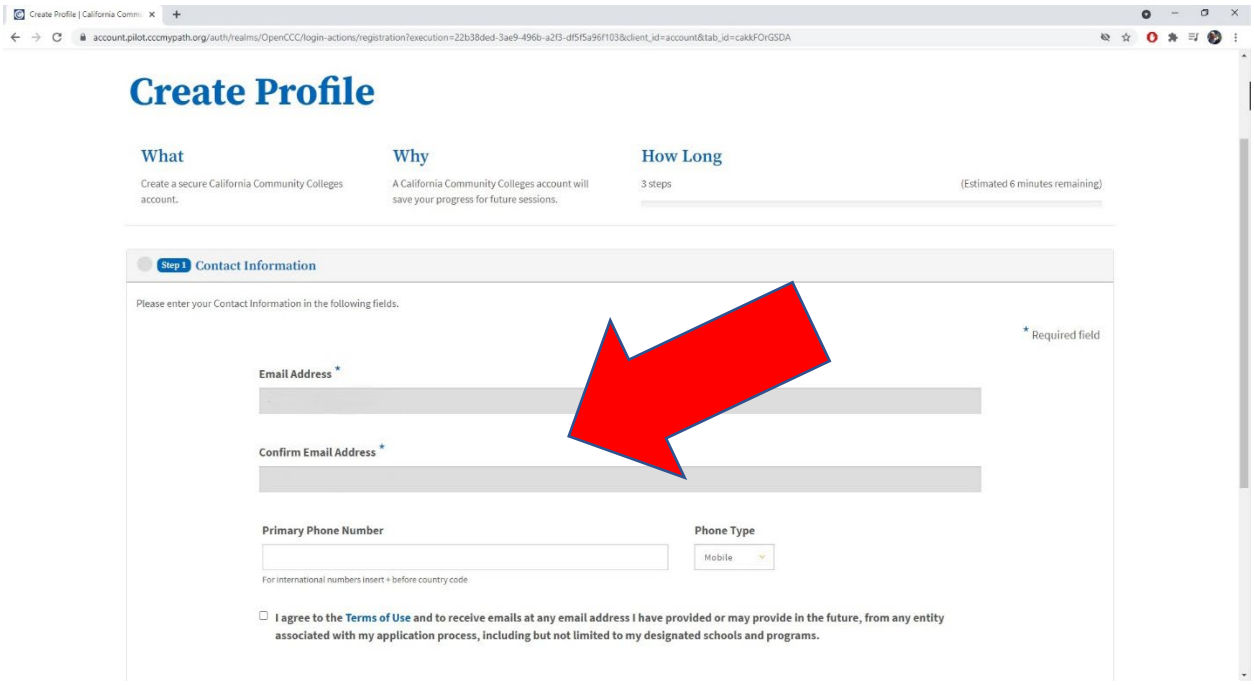
Follow all the steps to “Create an Account.”



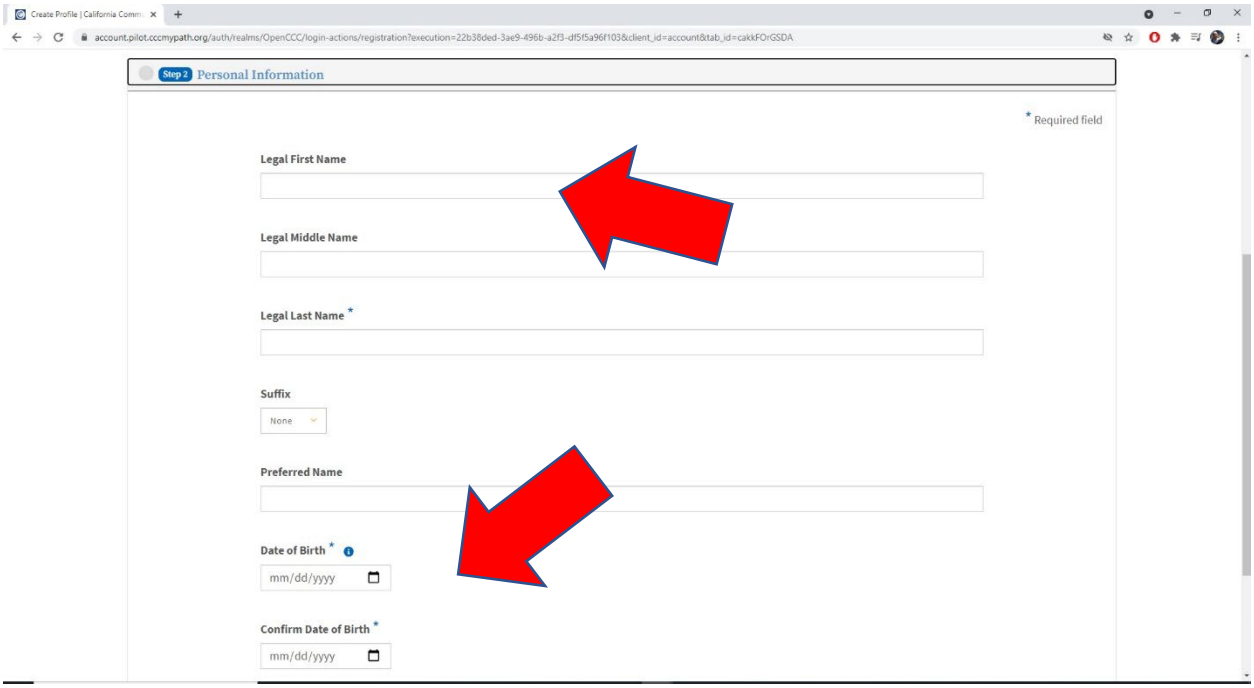
Begin creating your account by using either your email or your mobile phone number.



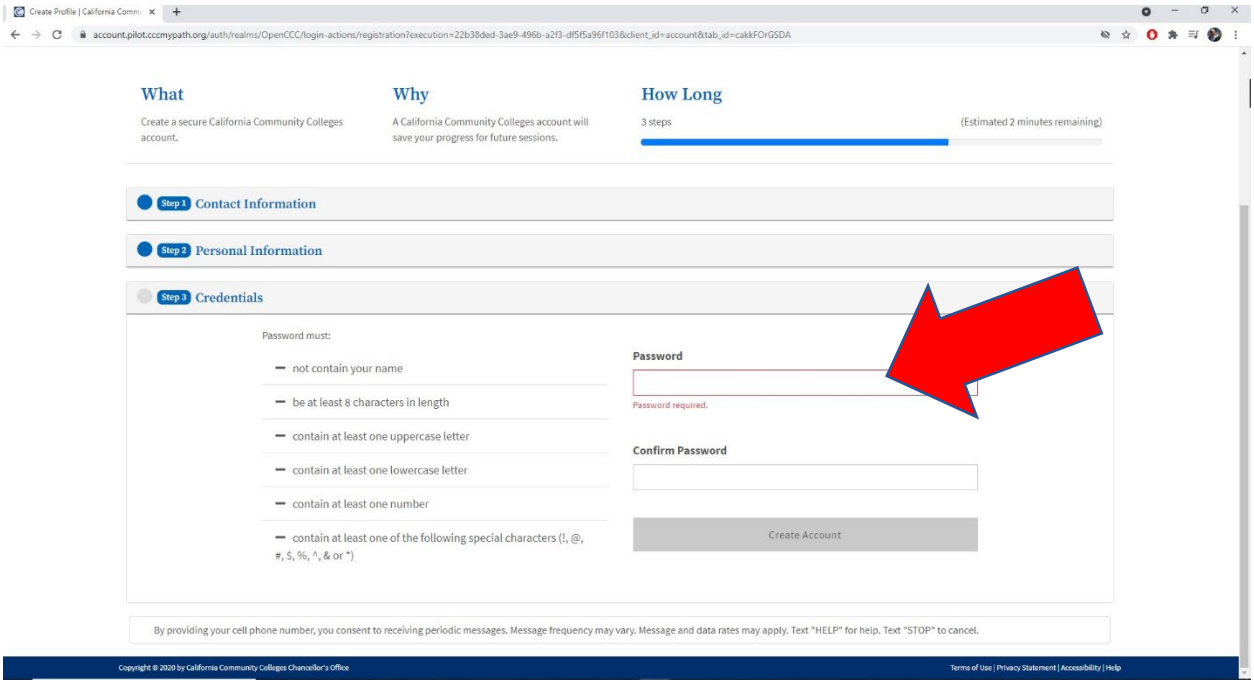
Verify your account by typing in the verification code sent to you through your email or cell.



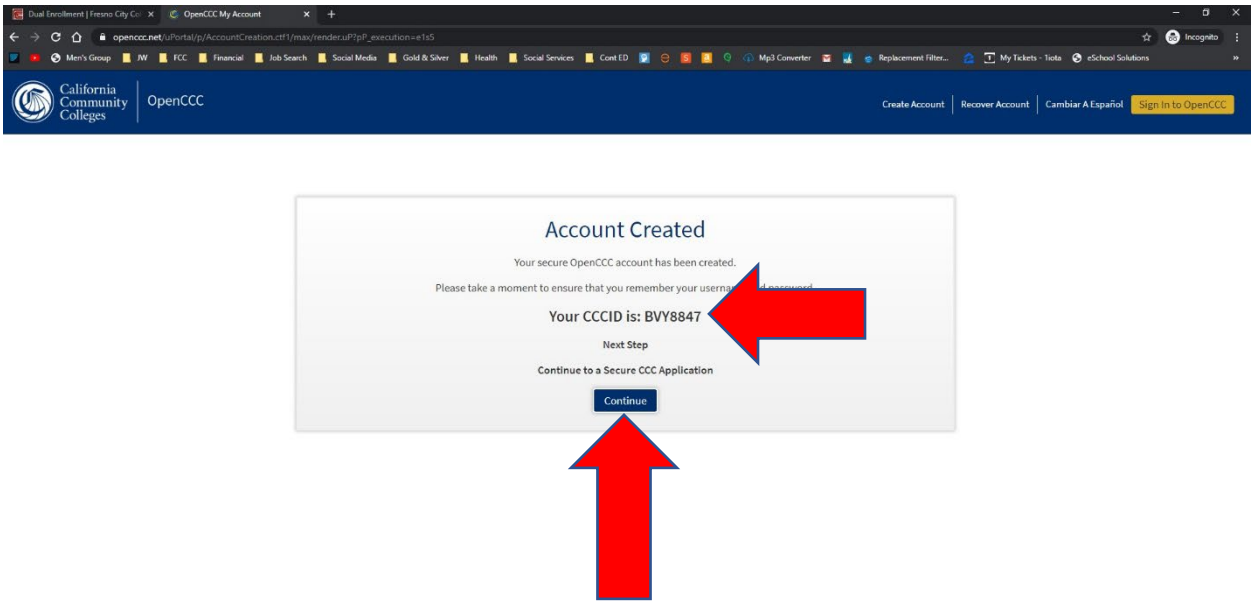
Create your profile by using an email that you regularly check. This email account is where you will receive your college ID number in 48-72 hours.



Complete all required information.



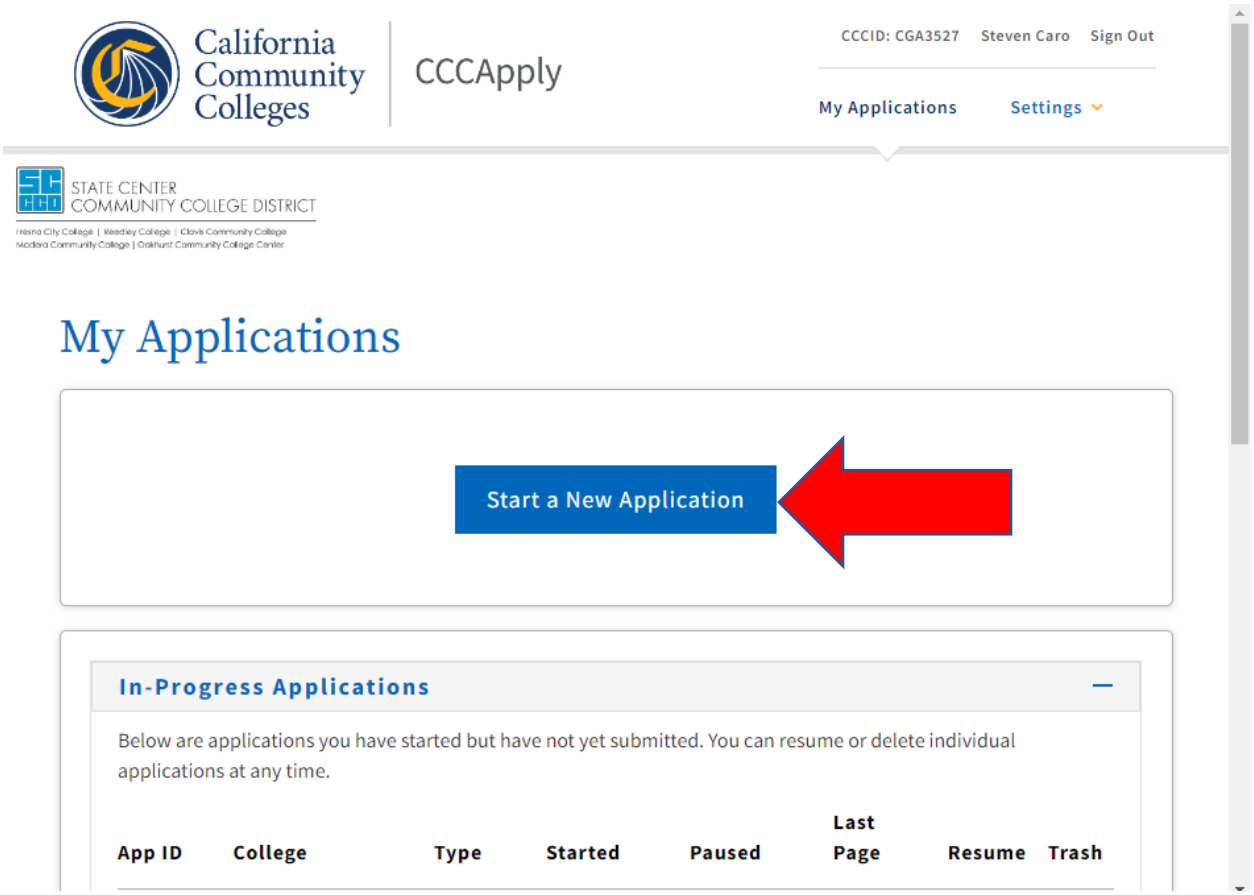
PLEASE WRITE DOWN OR RECORD YOUR PASSWORD.



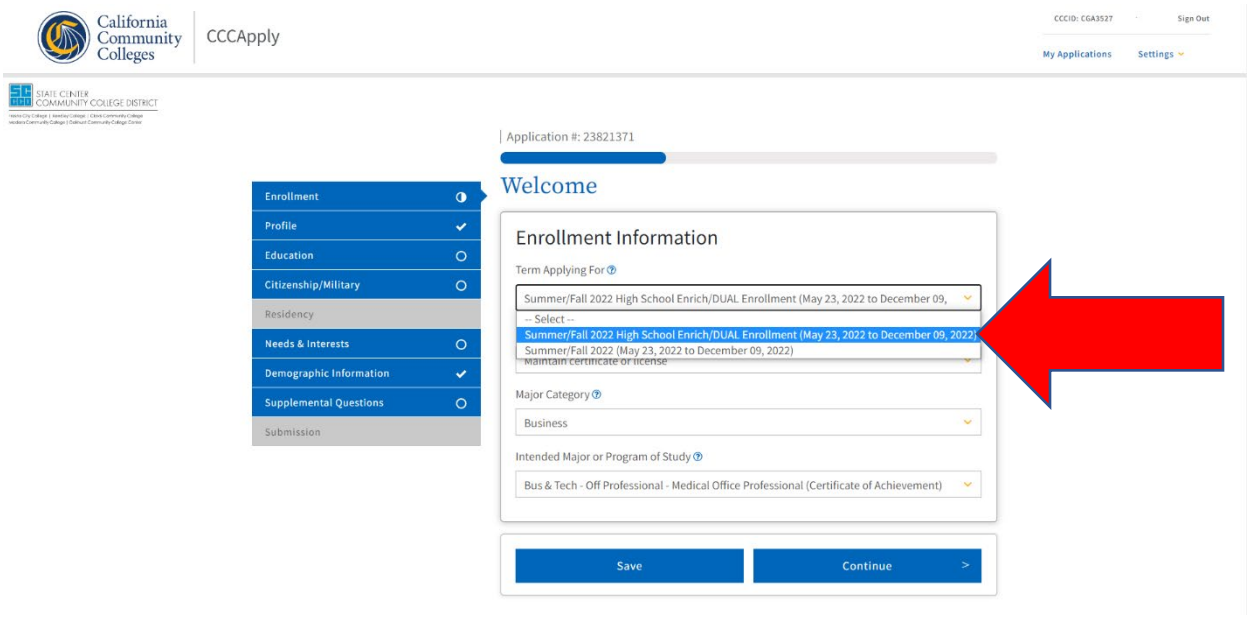
This CCCID number is **NOT** your college SCCCD ID number. Do **NOT** place this number on your dual enrollment registration form.

Click “Continue” to start a new application.

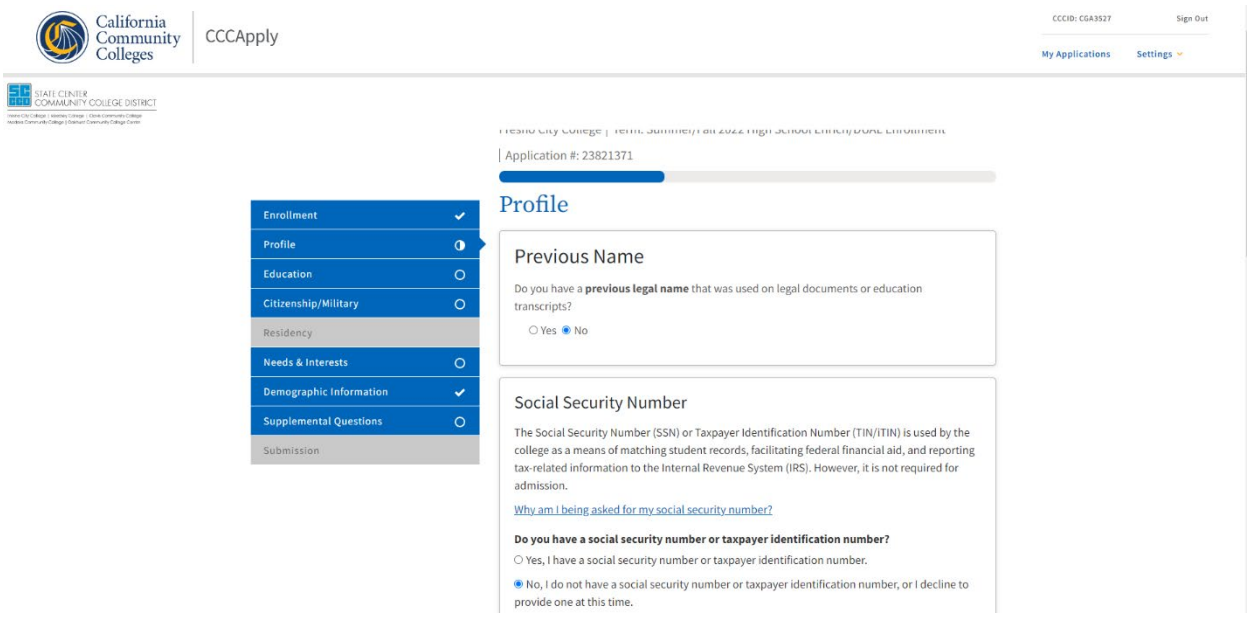
STEP 3 – CCCAPPLY – START A NEW APPLICATION



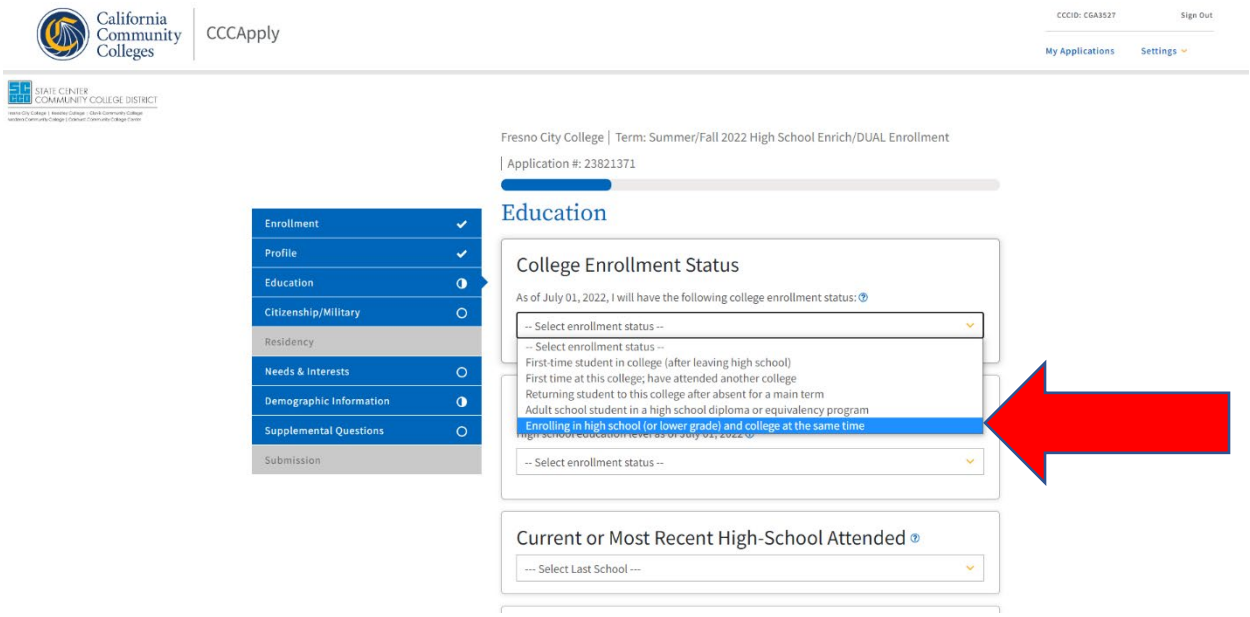
Click to Start a New Application



IMPORTANT: Select the option that says, “High School Enrich/DUAL Enrollment.”

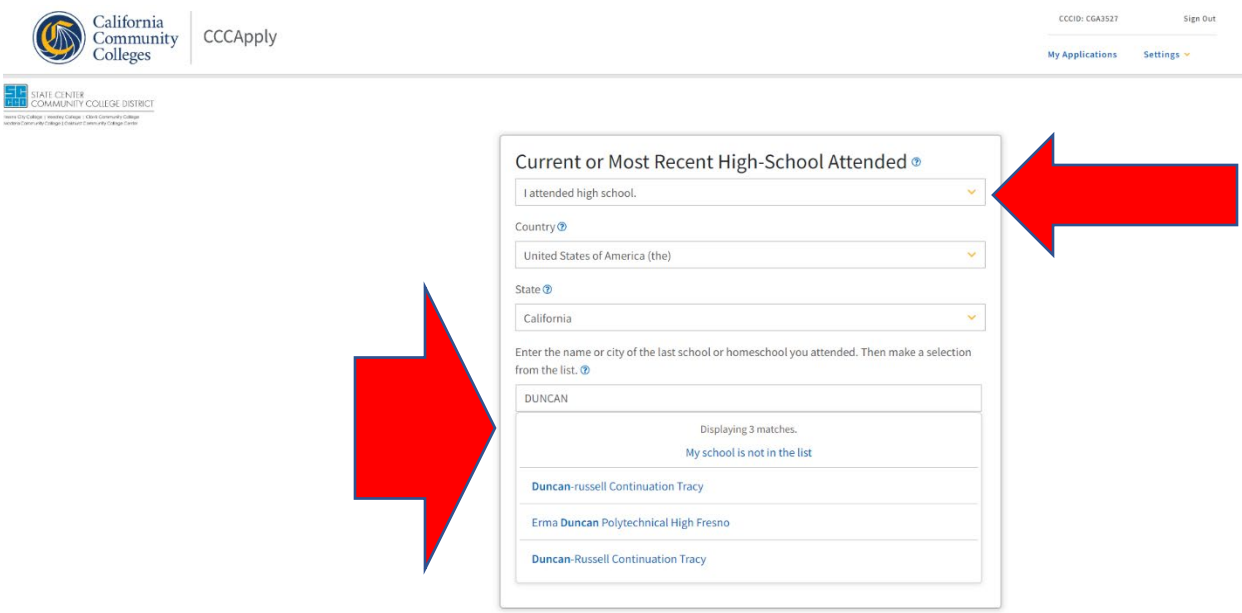


Complete the Profile page.



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

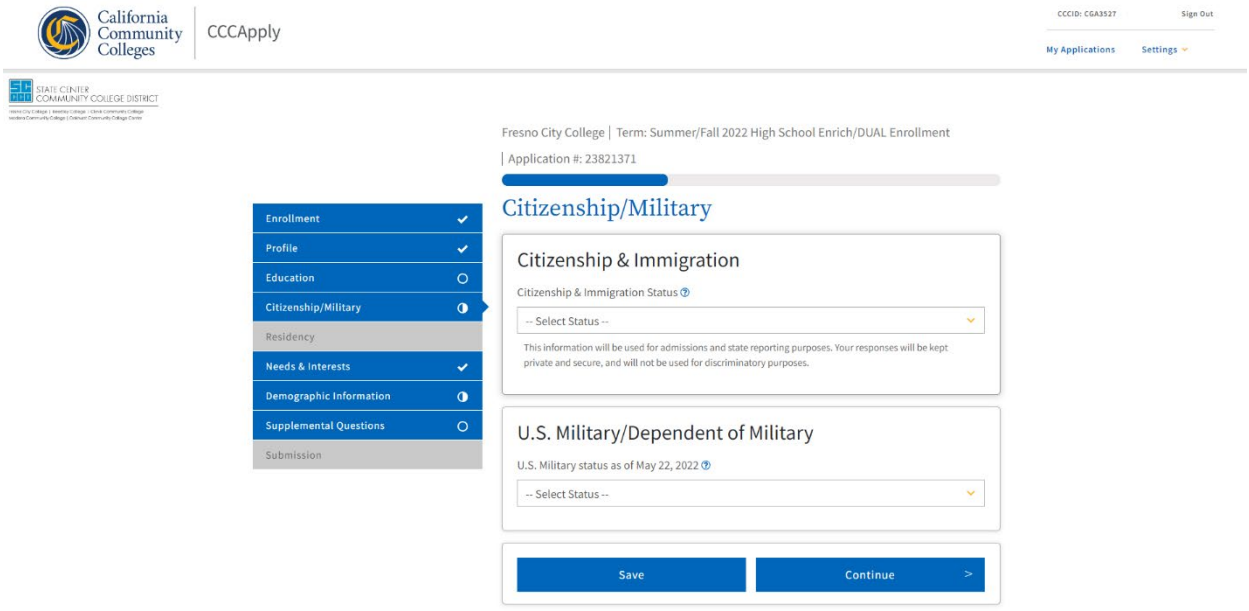
Select this option: “Enrolling in high school (or lower grade) and college at the same time”



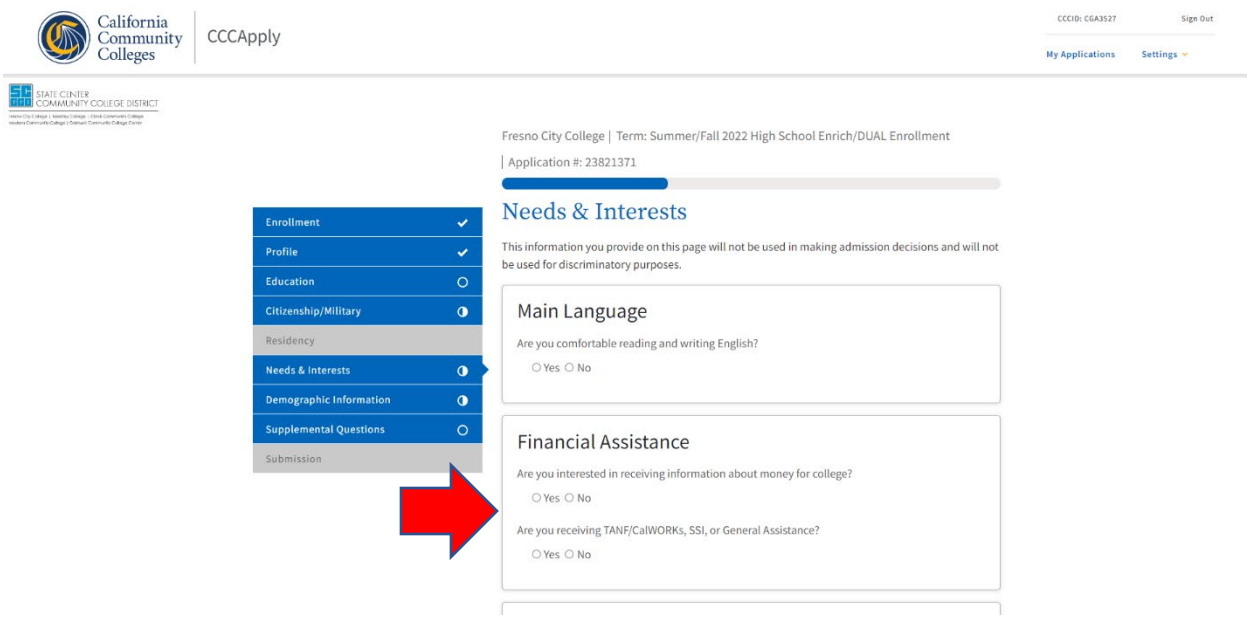
Select “I attended high school.”

<u>IMPORTANT</u>: 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.”

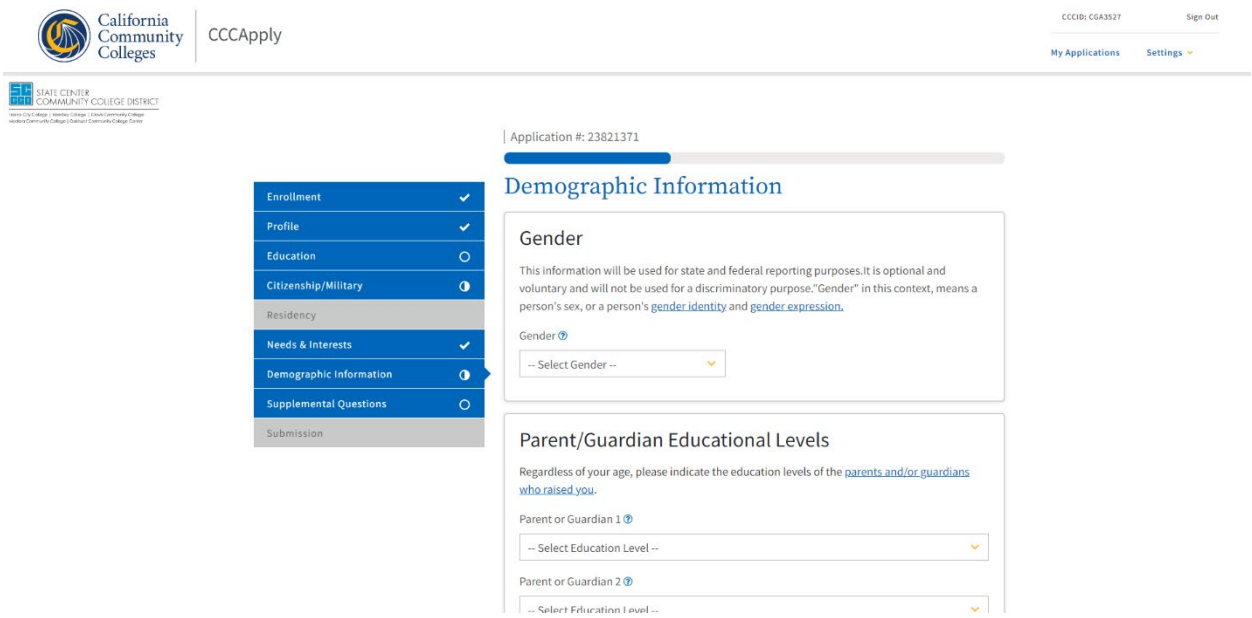


Complete Citizenship page.

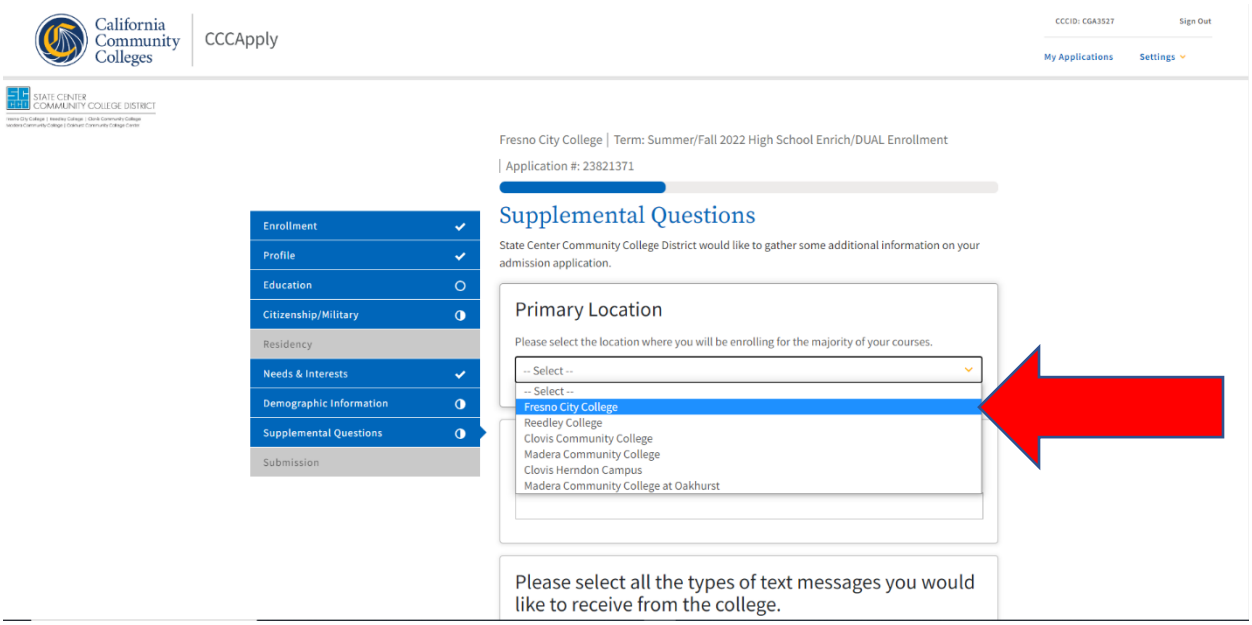


Note: You do **NOT** need Financial Assistance for Dual Enrollment

Complete Needs & Interests page.

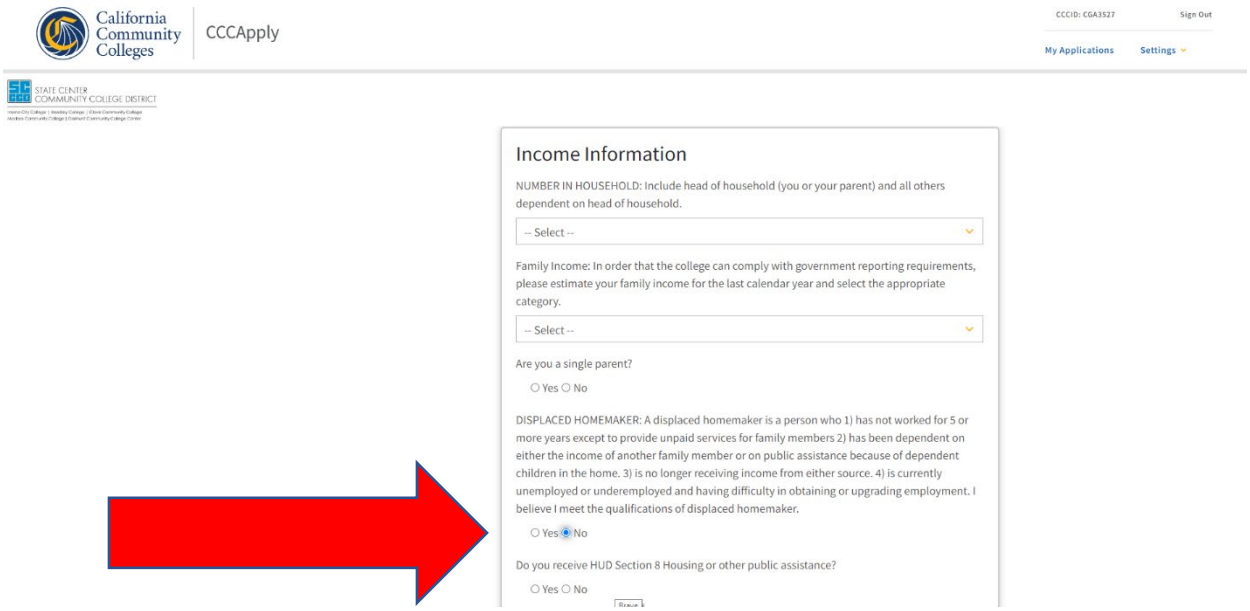


Complete Demographic Information page.

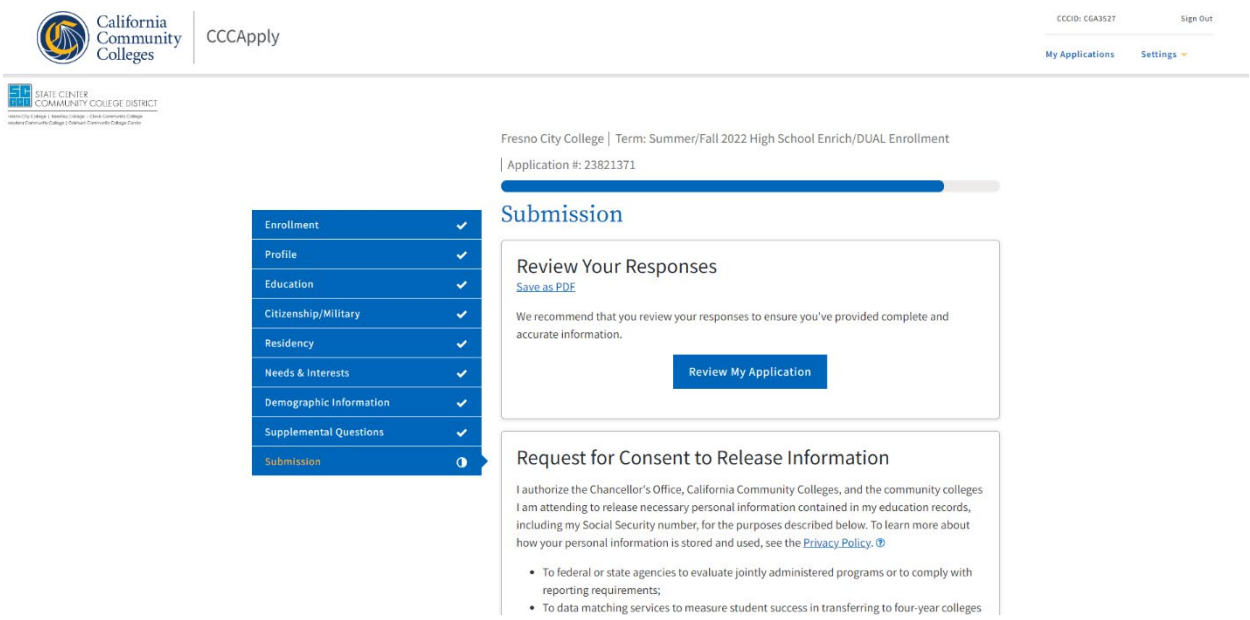


Complete Supplemental Questions page.

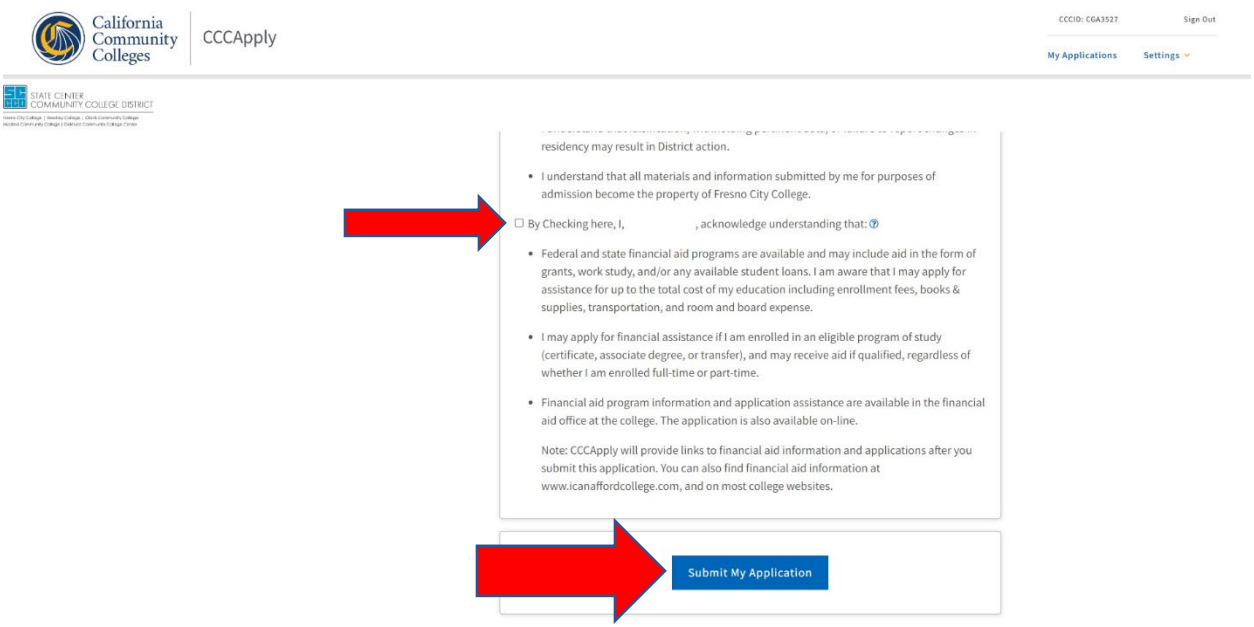
Select: “Fresno City College.”



Note: You are <u>NOT</u> a DISPLACED HOMEMAKER.



Complete Submission page.



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 SCCCD ID number, a 7-digit number with NO LETTERS. Place this number on the registration form. Complete the form with your high school counselor.