



SADDLEBACK COLLEGE EARLY BIRDS March 1-27, 2009

COMPLETING THE SADDLEBACK COLLEGE ONLINE CCCApply APPLICATION

The Saddleback College online application is a part of CCCApply, the statewide community college application. When you begin the application, you will be asked to setup an account with a user ID and password. Be sure to **remember your user ID and password** so that you will be able to return to your CCCApply online application at any time.

If, at any time, you have technical difficulties with the online application, contact:

***** CCCApply help at 800-468-6927 *****

ADMISSIONS APPLICATION 2009	
1	✓ Enrollment Information
2	✓ Personal Information
3	●● Contact Information
4	Education
5	Residency 1
6	Residency 2
7	Needs & Interests
8	Requests for Consent
9	Supplemental Questions

✓ = completed and saved current page = ●●

SKIP & JUMP to:

3 Contact Information GO

App. Manager
Introduction
HELP
SAVE
LOG OFF

SUBMIT
YOUR COMPLETED APPLICATION

Remember: If you are enrolled in and complete a Spring 2009 semester class at Saddleback College, you do not need to complete another application. You still **must** complete the Early Bird date selection form to take part in this program.

SAVE! SAVE! SAVE!

If you cannot complete the application once you have started it, click on **SAVE** in the menu on the left. This will save the information that you have already entered and allow you to return later.

To begin your application go to: <http://www.saddleback.edu/admissions/> and click the link on the left side marked, "Apply for Admission." Read the information on this front page and scroll to the bottom of the page. Click the button on the bottom of the page marked "Begin Application for Saddleback College". Remember that the "Help" option on the menu is available as you complete each section.

User Login:

• **New User:** You have never used the CCCApply Application. You will create an account on this system to complete your application.

• **Returning User:** You have used the CCCApply Application to apply to Saddleback or another CA community college and already have an account on this system. Enter in your CCCApply user ID and password (**not your Saddleback College student ID and PIN**). If you forgot your CCCApply Login information click on the link marked "I Forgot My Username or Password".

E-mail: Enter an e-mail address that you would like your application responses sent to. If you do not have one, check the box to have the CCCApply program assign you one. If you choose this option, **you must return to CCCApply to access your e-mail** and view your application responses.

Section 1: Enrollment Information

Term: From the drop down menu choose, **High School Early Birds Fall 2009**.

Section 3: Contact Information

Addresses are verified automatically. If your address is not verifiable and you know it is correct, you must check the box in the error message to have the address accepted.

Section 4: Education

High School level at the beginning of the Fall 2009 term should be "Received a high school diploma." Enter your expected high school graduation date. Search for your high school using the alphabet links. If you cannot find your high school, the system will allow you to type in the information after your third attempt.

Section 5: Residency

If you are not a U.S. citizen, you will be asked for your Permanent Resident (Green Card) number or visa type. If you do not have a green card or visa, choose "Other" From the Citizenship Status," then from the visa drop down menu select "None/Other." You must also check the box, "Check here if no expiration date". Continue the application and complete all fields. Consent: You must click the "I Consent" box if you wish to continue the process.

Supplemental Questions:

PIN (Personal Identification Number): In the Supplemental Question section at the end of the application you will be asked to choose a four-digit PIN. **IMPORTANT: You will need to remember this number in order to access MySite, the Saddleback College student web portal for registration.**

Submit: When you have completed the application, click on the Submit button.

Follow up: Return to your e-mail program. Within 24 hours or less, you will receive an e-mail with your student ID, registration, and Matriculation information. Follow the directions in the e-mail for choosing your Matriculation test date and time.

*** If you have questions regarding your application, contact the Office of Admissions and Records at: 949-582-4555 *** or visit our office for assistance in the Student Services Center, Room 102. Visit www.saddleback.edu for directions to campus.