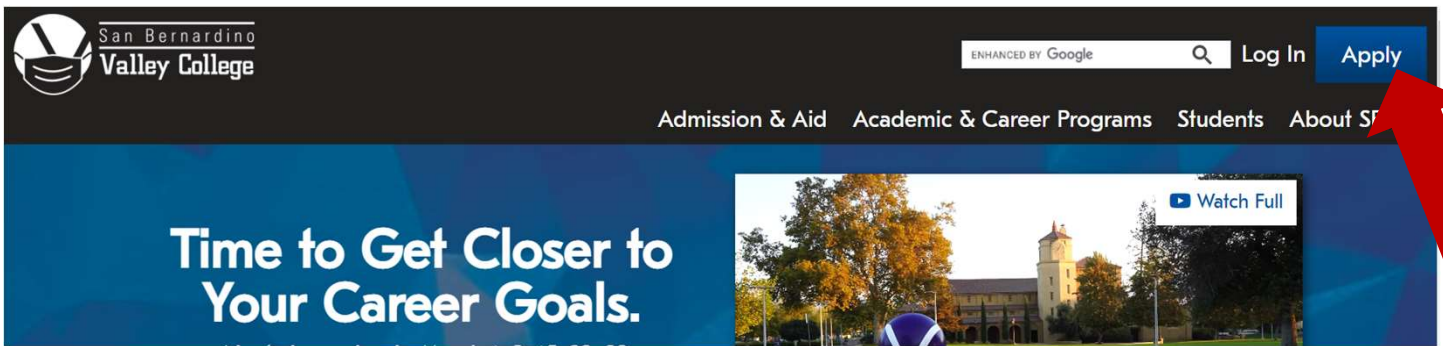


Creating an OpenCCC Account

For first time students, the enrollment process begins with creating an OpenCCC.net account. In order to complete the application, you will need your social security number (if available). It is possible to complete the process without this number, but the fees assessed each student are different. Moreover, in order to clear any holds that come from not entering an SSN (or entering it incorrectly) you are required to present a physical card to the SBVC Admissions office within 2 weeks.

Step 1: Open SBVC's main website in an internet browser. (<https://www.valleycollege.edu>). Click the "Apply" link located in the top right corner.



Step 2: Select the "Click Here to Apply" icon. This will take you to the OpenCCC portal.



Hi, I'm Blue the Wolverine.
I'm here to help you apply to SBVC.

If you want to skip this tutorial and apply now...



Click Here to Apply

Step 3: Click on “Create an Account.”

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 Chancellors Office. The information in your account is kept private and secure.



[Create an Account](#) or

[Sign In](#)

Step 4: Click on “Begin Creating My Account.”

Create Your OpenCCC Account

OpenCCC allows you to access California Community Colleges secure web applications.

You Must Have an Email Address

The California Community Colleges and OpenCCC will use email to send you important information. You will need to provide an email address when you create your account.

Free email accounts are available from many sources:

- [Google Gmail](#)
- [Yahoo Email](#)
- [Microsoft Outlook](#)
- [Other Providers](#)

Note: While all of the providers listed above have millions of users and are widely trusted to be reliable and secure, OpenCCC and the CCC Chancellor's Office do not endorse and will have no liability should any issues arise with a particular email provider.

All information is kept secure and private as explained in the Privacy Policy. By creating an OpenCCC account, you are agreeing to the terms and conditions of the [Privacy Policy](#).

[Begin Creating My Account](#) or [Return to Sign In](#)



Step 5: Fill in the required information.

Create Account

Personal Information - Page 1 of 3

Legal Name
Enter your legal name as it appears on official documents such as your government issued ID.

First Name [?](#)

Check this box if you do not have a first name [?](#)

Middle Name [?](#)

Check this box if you do not have a middle name [?](#)

Last Name [?](#)

Suffix [?](#)

Do you have a previous name (such as a maiden name)?
 Yes No

Do you have a preferred name that is different than your legal and/or previous name?
 Yes No

Date of Birth
This information is used for protection of minors in online transaction environments, as well as to differentiate between persons having the same name. It is also used to comply with state and federal law pertaining to residency, guardianship, and admission of minors to college. This information will not be used in making admissions decisions except as permitted by law.

Date of Birth

Month	Day	Year
<input type="text" value="-- Select --"/>	<input type="text" value="-- Select --"/>	<input type="text"/>

Confirm Date of Birth

Month	Day	Year
<input type="text" value="-- Select --"/>	<input type="text" value="-- Select --"/>	<input type="text"/>

Step 6: Fill in your SSN. You can skip it; however, doing so increases the fees assessed. To reverse the fee increase, you must bring your social security card to the Admissions office.

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.

[Continue](#) or [Cancel](#)

Step 7: Make sure to enter an email address that you will check frequently. Do not use a high school email address. You will lose access to it after you graduate.

Create Account

Contact Information - Page 2 of 3

Email

An email address is required for important messages, including information about college admission and registration. Please enter an email address that you check regularly.

Email Address [?](#)

Repeat Email Address [?](#)

Telephone

Text messaging may be used by OpenCCC and individual colleges in situations such as account recovery, class cancelations, and emergency notifications. If you would like to receive text messages on your phone(s), please check the appropriate box(es).

Main Telephone Number [?](#)

Extension [?](#)

up to four digits

I authorize text messages to the telephone number above, and accept responsibility for any charges that result. [?](#)

Second Telephone Number [?](#)

Extension [?](#)

up to four digits

I authorize text messages to the telephone number above, and accept responsibility for any charges that result. [?](#)

Permanent Address

My permanent address is outside the United States. [?](#)

I have no permanent address because I am currently homeless. [?](#)
International, F1, M1, or J1 visa students MUST provide a permanent address.

Street Address [?](#)

Include apartment number or suite

City [?](#)

State [?](#)

Zip Code [?](#)

[Continue](#) or [Cancel](#)

Step 8: Make sure you remember the Username and Password for future use. Keep it somewhere safe.

Create Account

Security and Credentials - Page 3 of 3

Username and Password

To enable you to sign in later, you must choose a unique username for your account.

Username 

Minimum 6 characters (letters, numbers, special characters)

Password 

7 to 20 characters (letters and at least one number)

Repeat Password 

- Be sure to record your username and password for later use.
- Please do not share your account with others, even family members.

Security PIN

For additional security, please create a 4-digit Personal Identification Number (PIN) for your account. Enter your PIN twice to make sure you type it correctly.

PIN 

Repeat PIN 

Security Questions

If you forget your username or password, or if you want to change your password or PIN, you will be asked one or more of your personal security question. Please select three security questions you would like to be asked, and enter your answers to those questions.

First Security Question 

Answer to the First Security Question 

Second Security Question 

Answer to the Second Security Question 

Third Security Question 

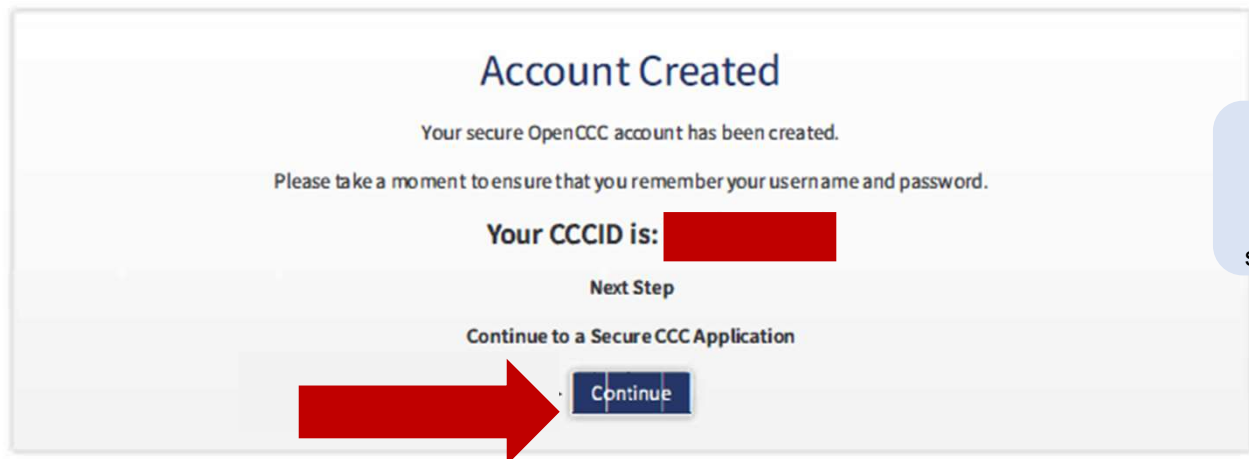
Answer to the Third Security Question 

I'm not a robot



[Create My Account](#) or [Cancel](#)

Step 9: You have now registered on OpenCCC. You should receive an email regarding the account creation. Click “**Continue**” to go to the next step of completing an SBVC application.



Step 9b: This is a sample email generated when your OpenCCC.net account is created. Note: This CCCID **IS NOT** your SBVC student ID number.

Dear [REDACTED]

Congratulations on successfully creating your OpenCCC Account.

Your CCCID is: [REDACTED]

Your CCCID allows you to access the online services of the California Community Colleges using a private, secure, single sign-on account.

The CCCID is your global California Community Colleges ID and helps track your enrollment and academic records across all California Community Colleges that you may attend throughout your academic career.

You may be assigned a local Student ID by the college you are attending.

To confirm your college student ID, please contact your college directly.

Self-Service Account Recovery

User self-service account recovery is available at [OpenCCC.net](https://openccc.net)

Need Help?

California Community Colleges Help Desk

Toll Free: 1-877-247-4836

Email: support@openccc.net