

# How to Apply

## Quick Guide



### Before you begin:

You need an OpenCCC account to submit your application. OpenCCC accounts are not YCCD accounts. If you already have a YCCD account, your YCCD username and password will not work on the OpenCCC site.

### Step 1: Create Your OpenCCC Account *(returning students skip to Step 2)*

1. Go to <https://www.opencccapply.net/ccapply-welcome?cccMisCode=291> and select **Create an Account**.
2. Enter your email and click **Email My Verification Code** or click **Use mobile phone instead**, enter your phone number and click **Text My Verification Code**.
3. Check your email or phone for the six-digit security code and enter the security code on the **Verify Your Account** page.
4. Create your profile: enter your **Contact Information**, **Personal Information**, and **Password**.

### Step 2: Complete Your Application

1. Log in to OpenCCC and verify your information is correct. If anything needs to be updated click **Edit My Account**. If everything is correct click **Start a New Application**.
2. Complete all sections of CCCApply: **Enrollment**, **Profile**, **Education**, **Citizenship/Military**, **Residency**, **Needs & Interests**, and **Demographic Information**.
3. Review your application, consents, and agreements. Click **Submit My Application**.
4. Your application is complete! Save your confirmation details for future reference.

### Important Information:

- It can take up to 24 hours for your application to be sent to Yuba College. You will receive email confirmation with your Yuba College ID when your application is received.
- **Applications without Social Security Numbers must be manually processed**; contact Admissions and Records for assistance if you did not enter an SSN on your application.
- Select the answers that fit you best. Once submitted, your application cannot be updated in CCCApply; however, you can update your records with Admissions and Records.
- Students who have not enrolled at Yuba College for one year or more must submit a new application.
- Technical and login issues with your OpenCCC account and the CCCApply site must be handled by the CCHelp team at (877) 247-4836 or [support@openccc.net](mailto:support@openccc.net). Because this is a California Community Colleges system Yuba College staff are unable to assist with these issues.
- For non-technical questions about applying please contact Admissions and Records at (530) 741-6720 or [YCA admissions@yccd.edu](mailto:YCA admissions@yccd.edu).