



New Student Orientation Checklist

Congratulations on your acceptance to City Colleges of Chicago! New Student Orientation is required for all students new to CCC. The orientation process is between 1-2 days, depending on the college you are attending. Please sign up for New Student Orientation at your campus by clicking [Here](#).

On the day you arrive at orientation, you should expect to accomplish the following:

1 Attend a Welcome to CCC presentation

This will likely be the first step in your orientation process. Here you will receive more information on Financial Aid, Placement Testing, Campus Resources, Student resources, policies, and guidance on our academic programs.

2 Residency Verification

All students must provide proof of address in the City of Chicago each time they register to receive in-district tuition rates. The following items are acceptable proof of address:

- Driver's License, State of Illinois Identification Card
- Voters Registration Card
- Copy of Lease Agreement
- Utility or Telephone bill (landline only)
- Consulate ID with Chicago Address
- Signed letter on letterhead from a homeless shelter confirming residency in the shelter

3 Campus Tour by CCC Student Ambassador

Each college has separate resources such as the Business Office, Student Services, Advising, etc. The campus tour will help you to be better acquainted with each area and give you an opportunity to meet a current student ambassador.

4 Placement Testing

If you have not already done so, please send us your official ACT scores. All new students are required to complete placement tests in the areas of reading, writing, and math. Students may only be waived out of all placement testing subjects by receiving the following scores on their ACT or AP tests:

- 21 or higher on Math ACT
- 21 or higher on English ACT
- 19 or higher on Reading ACT
- 3 or higher on an AP test in these areas

Please be prepared for your placement test before you arrive at orientation. Study guides can be found at www.act.org/compass/sample and <http://faculty.ung.edu/mrhorton/l/english/compassreading.htm> .

5 Advising

Depending on your college, this step may happen on the second day of your orientation. After retrieving your placement test results, you will meet with an advisor whom will help you to develop your Education Plan.

Before attending orientation, please devote some time to reading more about the CCC focus areas. The [Program and Career finder page](#) is a great resource to learn more about each program and which programs are offered at each college.

6 Register for Classes

You will register for classes after you visit with an Academic Advisor. Based on your focus area and your education plan you created together, we will help you select your classes through self-service at my.ccc.edu.

7 Payment of Tuition and Fees

After registering for classes, you have three payment options.

- Financial Aid
- Payment Plan
- Pay out of pocket with cash or credit

If you are using Financial Aid, your deferment must be completed in order to complete your registration. All payment options and information can be found on your my.ccc.edu account. Please [click here](#) to learn more about each option as well as important payment deadlines.

8 Purchase Textbooks and Obtain a Student ID

City Colleges of Chicago offers an online bookstore where you may choose from new, used, rental, and ebook options. By visiting ccc.edu/textbookx and logging in with your CCC username and password, your assigned courses and materials will automatically load. Students also have the option of buying or rent their textbooks from other sources such as amazon.com, [chegg](http://chegg.com), and various other textbook vendors. Last, don't forget to take your photo for your official student ID.

Additional Information:

While we strive to provide you with full services at our New Student Orientation, don't forget the following before classes begin:

- Pick up your textbooks
- Collect your Ventra card (for full time students only)
- Visit your classroom in advance so you won't be late!