

New Student Checklist

This checklist is a guide to completing the registration process at City Colleges of Chicago

Questions? Call 773-COLLEGE or Contact Your Recruiter

Academic Year 20 _____ ● Fall ● Spring ● Summer Classes Begin _____

Apply to City Colleges

Visit ccc.edu to complete and submit your application or speak with an admissions specialist at the college of your choice for more information. For best class availability, we recommend that you apply as soon as possible.

Learn About How to Pay for Your College Education

If you are using financial aid, please be sure to complete the Free Application for Federal Student Aid (FAFSA) application as soon as possible; this process may take up to six weeks. Visit <https://fafsa.ed.gov/>

If you are not applying for financial aid to pay for courses, you must set up a payment plan or pay in full.

Visit the Student Portal at my.ccc.edu

In order to access CCC's student portal, you will need your initial password to set up your username. Your initial password was sent to the email address you used to apply to City Colleges in an email with the subject: "Your City Colleges of Chicago login information." If you have additional questions, please contact your admissions specialist.

Complete Your Assessments

All new students are required to complete placement tests in the areas of reading, writing and math. Students may also be waived out of placement testing. Please see your admissions specialist for more information.

Orientation

Students will meet with an academic advisor to discuss placement results, develop an educational plan and register for classes.

Residency Requirement

You will need to confirm your address with one of the following:

- Valid/Current State ID or Driver's License
- Utility bill (i.e. Gas, Light or Home Phone Bill)
- Voter's Registration Card
- Lease or mortgage statement
- Consular ID card
- Current orders or letter from Command for military service persons
- Signed letter on letterhead from a homeless shelter confirming residency in the shelter

Registration

With the guidance of an academic advisor, select courses and enroll via self-service through your Student Portal.

Pay Tuition and Fees

Ensure your financial aid is in place. To set up payment arrangements, visit your college business office.

Purchase Textbooks

Students should purchase materials through the CCC Online Bookstore at ccc.edu/bookstore.

Obtain ID

After registering, please visit the Security Office to have your photo taken and to receive your college ID.



Questions?

We're always here to help. For detailed instruction guides, visit my.ccc.edu and select Help and Resources then Student Help Guides then Help Guides. If you have further questions about registration, see your advisor or call us at 773-COLLEGE today.