
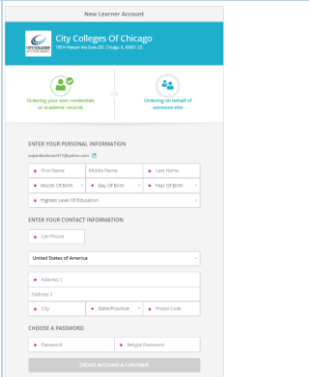
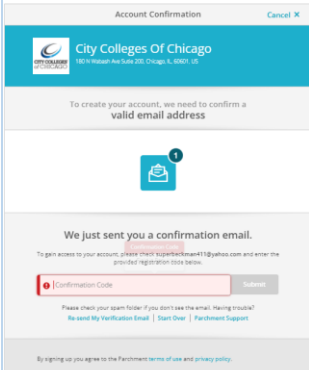


**This guide shows former students how to create a Parchment account.**

<p><b>1</b> Navigate to: <a href="#">Parchment</a></p> <p>Enter your email can click “Continue”. We recommend using your personal email account.</p>	
<p><b>2</b> Fill out your personal information and click “Create Account &amp; Continue”</p>	
<p><b>3</b> Retrieve the verification code and enter it into the box and click “Submit”</p>	

**4** Double check your name and Date of birth (DOB) at the top of the page.

Fill out all information. If you do not have an SSN you can click on the link “Don’t Have one” This will prompt the box below:

I do not have a Social Security Number

Verify you name while attending.

*\*please note there is a checkbox that will allow you to finish creating a Parchment account without placing an order.*

*\*If you have a Parchment account, but are unable to login, please contact support by clicking [here](#).*

CANCEL X

NAME: John Student  
 DOB: 6/15/1983

Some additional information listed to your enrollment is required below.

enrollment

City Colleges of Chicago-District Office  
would like you to provide the following information.

- Are you currently enrolled?  
 No, not currently attending
- What was your first year of attendance? Year you graduated or left  
 2001  2005
- Your last 4 SSN Don't Have One
- Please verify your name while attending  
 John Student  
 Other name variation or maiden name

Finish creating my Parchment account without placing an order right now.

CONTINUE

All items marked with a red asterisk are required.