DVC Application Process for High School Students
Start the application process

Go to www.dvc.edu and click “Apply Now”
Select how you would like to enroll

Enroll as a high school student
Steps to Enroll for High School Students

Start with Step One

Step one: apply

Step two: submit a special admission recommendation form

Complete online by clicking CCCApply

FERPA-Family Educational Rights and Privacy Act

FERPA mandates that while minor high school students attend college, they are considered regular college students, and the privacy of their educational records is protected. Only the student has a right to their academic record. We will not release student information to parents without the prior written consent of the student.

Helpful information by grade

Graduating seniors

In order to receive priority registration, graduating seniors should follow the new student steps for enrollment.

Juniors and seniors

If you are entering the 11th or 12th grade, you may register for classes prior to the first class session. Please see the calendar in back of the schedule of classes for registration dates. Bring the completed special admissions recommendation form to the Admissions and Records office to register in person. You must show a photo ID.

You are limited to 11.9 units per semester.
Create an OpenCCC account

Select “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.

Note: OpenCCC is a new systemwide account. Accounts from our previous application system are not available. Please create an account if you have not already done so.
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 Email
- 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 any particular email providers, 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
Start filling out Personal Information

Note: Social Security Number is optional but encouraged
When page 1 is complete click “Continue”
Fill out Contact Information then click “Continue”

Use Personal email account not High school email
Create Username, Password and Security Questions
When finished click “Create My Account”
Account Created
Now you have your CCCID#
Need to Click “Continue” to Register and get DVC ID#

Not your DVC ID#
Start DVC Application
Account Information

Note: You do not have to provide Social Security Number but is recommended

Click “Continue”
Education Information

College Enrollment Status select: “Enrolling in high school and college at same time”

Click “Continue”
Citizenship/Military Status

Click “Continue”
## Residency Information

### Residency

<table>
<thead>
<tr>
<th>California Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>Has your parent or guardian lived in California continuously since 01/27/2017?</td>
</tr>
</tbody>
</table>

### Special Residency Categories

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is your parent or guardian a full-time employee of any of the following colleges/universities?</td>
<td></td>
</tr>
<tr>
<td>California Community College</td>
<td></td>
</tr>
<tr>
<td>California State University or College</td>
<td></td>
</tr>
<tr>
<td>University of California</td>
<td></td>
</tr>
<tr>
<td>Montara Academy</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you a full-time credentialed employee of a California public school enrolling in college for purposes of fulfilling credential-related requirements?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Has your parent or guardian been employed as a seasonal agricultural worker for at least a total of two months of each of the past two years?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>At any time in the last 24 months were you determined to be homeless by any of the following agencies?</td>
<td></td>
</tr>
<tr>
<td>High school or school district homeless liaison</td>
<td></td>
</tr>
<tr>
<td>Emergency shelter or transitional housing program</td>
<td></td>
</tr>
<tr>
<td>Director of a runaway or homeless youth basic center or transitional living program</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have you ever been in court-ordered foster care?</td>
<td></td>
</tr>
</tbody>
</table>

### Out-of-State Activities

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Since 01/27/2017, has your parent or guardian declared residency in another state for state income tax purposes?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Since 01/27/2017, has your parent or guardian registered to vote in another state?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Since 01/27/2017, has your parent or guardian declared residency at an out-of-state college or university?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Since 01/27/2017, has your parent or guardian petitioned for a lawsuit or a divorce as a resident in another state?</td>
<td></td>
</tr>
</tbody>
</table>
# Needs & Interests

**Main Language**

- **Are you comfortable reading and writing English?**
  - Yes
  - No

**Financial Assistance**

- **Are you interested in receiving information about money for college?**
  - Yes
  - No

- **Are you receiving TANF/CalWORKs, SSI, or General Assistance?**
  - Yes
  - No

**Athletic Interest**

- **Are you interested in participating in a sport while attending college?**
  - Your response does not obligate you in any way. To be eligible to participate on an intercollegiate team, you must be enrolled in at least 12 units.
  - Yes, I am interested in one or more sports, including the possibility of playing on an **intercollegiate team**.
  - Yes, I am interested in **intramural or club sports**, but not in playing on an intercollegiate team.
  - No, I am not interested in participating in a sport (beyond taking RE classes).

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# Programs & Services

Check the programs and services in which you are interested. (Not all college campuses offer every program and service listed.)

- Academic counseling/advising
- Basic skills (reading, writing, math)
- CalWORKs
- Career planning
- Child care
- Counseling - personal
- DSPS - Disabled Student Programs and Services
- EOPS - Extended Opportunity Programs and Services
- ESL - English as a Second Language
- Health services
- Housing information
- Employment assistance
- Online classes
- Reentry program (after 5 years out)
- Scholarship Information
- Student government
- Testing, assessment, orientation
- Transfer Information
- Tutoring services
- Veterans services
Submission

Click "Submit"
Confirmation Page for Your Records

Confirmation

Your application for admission has been submitted to Diablo Valley College. Thank you.

Name
CCID
College Applied to
Term Applied for
Email Address
Submission Date & Time
Confirmation Number

- Please print a copy of this page for your records.
- You may also view or print a copy of your SUBMITTED INFORMATION for your records.
- CHECK YOUR EMAIL (including your spam folder) for important information from Diablo Valley College regarding your admission and registration.
- Remember to complete any additional admission requirements as specified in the Introduction of this application. Supporting materials and/or questions should be addressed to:

Diablo Valley College
321 Golf Club Rd
Pleasant Hill, CA 94523

In-state telephone: (925) 685-1310
Out-of-state telephone:
Fax:
Website: http://www.dvc.edu

You may return to this Confirmation Page at any time via the Submitted Applications section of My Applications.

Check your email
Final Step for Students: Registering for DVC

- You will have to wait until you have received all required emails.
- You need your CCCID# and DVC ID# to apply for the Career Academies
- May take up to **24 hours** to receive DVC ID#
- Check spam folders if you have not yet received the emails
<table>
<thead>
<tr>
<th>#</th>
<th>Email Address</th>
<th>Email Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td><a href="mailto:support@openccc.net">support@openccc.net</a></td>
<td>New OpenCCC Account Creation - July 19, 2018 Dear [username] Congratulations on successfully creating your OpenCCC Account. Your CCCID is [CCCID]. Your CCCID allows you to access the online services of the</td>
</tr>
</tbody>
</table>
New OpenCCC Account Creation

July 19, 2018

Dear [Name],

Congratulations on successfully creating your OpenCCC Account.

Your CCCID is [CCCID]

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

Need Help?

California Community Colleges Help Desk
Toll Free: 1-877-247-4836
Email: support@openccc.net

CCCHelpInfo is a 24/7, on-demand, community-powered, support site that provides official FAQs and online support to students as they apply to college and navigate the California Community College system.

We hope you enjoy your California Community College experience.

Thank you!

CCC Technology Center
Thank you for applying to Diablo Valley College. Applications are exported to DVC several times each day. Once your application has been processed, DVC will send a welcome e-mail with login information for their online services (within one business day). The email will also contain your registration appointment date and other important information.

NOTE: Some applications are delayed if duplicate student records are found in DVC's records system. These applications are manually processed several times throughout each weekday. Applications requiring duplicate resolution that are submitted after 5:00 PM on Friday will be processed Monday at 9:00 AM.

DVC is pleased to be able to provide e-mail accounts to all students through a partnership between the Contra Costa Community College District and Microsoft. The college-provided e-mail is called InSite Mail. All College communications will be sent to your InSite Mail address. This includes registration notices, Financial Aid information and other time sensitive messages that may be important to your studies. More information about InSite Mail, including instructions on how to access your mailbox and how you can forward it to your personal address, will be sent after your application is processed.

Please visit the college website at [www.dvc.edu](http://www.dvc.edu) for information on steps you can take to prepare for course enrollment. These steps include new student orientation, assessment testing for placement into English and Math courses, and advisement in planning your major.

For technical questions about your OpenCCC user account or your application, please contact the Support Center at 877-237-4856 or support@openccc.net. For questions about your enrollment to DVC, please contact the Admissions & Records Office at (925) 689-1310 or informationcenter@dvc.edu.

Thank you.
Welcome to Diablo Valley College!

We are excited that you have chosen to join the Diablo Valley College family and appreciate the time you spent filling out the application! Your admission application has been processed. This email contains important information that you will need in order to register for classes and access our online services.

To access our online services, you will use our student portal called InSite, which includes:
- Registration, financial aid status, orientation and assessment scores
- Student Planning
- Your college email called InSite Mail
- Important dates
- Parking permit purchase
- Text messaging options
- And much more!

You can access InSite at m4c4d.edu, or download and install the app on your mobile device. InSite is available at the Apple App store or the Google Play store. (Select the appropriate link for your device, or search for DVC InSite.)

Important information to get you started... Student ID, Username (displayed at the top of this email) and Password:
- Your initial password to InSite will be your birth date as 2 numbers for the month, 2 numbers for the day and 2 numbers for the year (Example: if you were born January 25, 1998, your password will be 012598).
- You will be prompted to change your password when you first log in.
- You will also be asked to provide a cell phone number to receive a one-time identity verification code and to answer security questions.
- Do not share your username, student ID or security question answers with other students. Keep your information secure.

More information about InSite Mail will be sent in a separate message once your email account is ready. For questions regarding our online services, please see the About Us information within InSite or contact your Admissions & Records Office at the phone number or email address below.

Once again, welcome to Diablo Valley College. We look forward to seeing you on campus!

Sincerely,

DVC Admissions & Records
Congratulations!!!!

Registration Complete