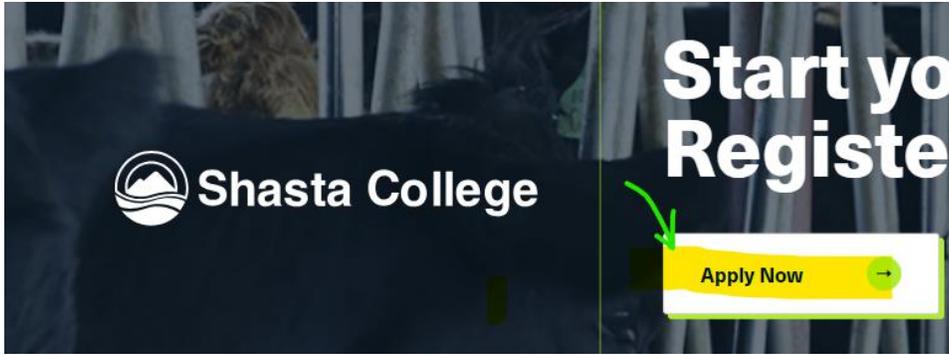


1) Go to [shastacollege.edu](http://shastacollege.edu) and then on the home screen you can click the “Apply Now” button.



2) You can use either link to get to the CA Community Colleges website.

## Submitting an Application

1. Create an account or log in to [CCCApply](#)
2. [Apply to Shasta College](#)
3. You'll receive an application confirmation email with your unique Student ID within two (2) business days (could be more than 2 business days if you submit your application on or before campus closures/holidays).



3) On this page, click on “Create an Account.” If you have already created an account, or the website says, “Account Exists” please login or select “Forgot your password?”

## Sign In

To continue to your California Community Colleges student account, please sign in or create a new account.

\* Required field

Email or mobile phone \*

Next

[Create an Account](#)

[Forgot your password?](#)

4) To create your account, start by entering your email or mobile phone number. It will email or text you a 6-digit security code.

# Create Your Account

Enter your email address to begin creating your California Community Colleges student account. You will receive a code via email to verify your identity and keep your account secure.

Email

Use mobile phone instead

Email My Security Code

[Back to Sign In](#)

5) After entering in your security code, you will need to fill out the "Create Profile" portion. ***Please note that this is not the application.***

# Create Profile

## What

Create a secure California Community Colleges account.

## Why

A California Community Colleges account will save your progress for future sessions.

## How Long

3 steps

(Estimated 2 minutes remaining)

Step 1 Contact Information

Step 2 Personal Information

\* Required field

Legal First Name

Legal Middle Name

Legal Last Name \*

Suffix

6) Once you have completed creating your profile, it will automatically take you to ID.me used to verify your identity.



## CCC Students Expected to Verify Their Identity with ID.me

The California Community Colleges (CCC) now use ID.me to help keep your identity safe and make it easier to apply to college and get financial aid.

### Why Do I Need to Verify My Identity?

- Verifying your identity helps protect against someone else stealing it to apply for college or financial aid.
- If you skip ID.me verification, your college application may be put on hold until you verify who you are.
- Identity verification is required before you can get your financial aid.

### What to expect:

- 1 Redirecting you to the ID.me website
- 2 Verifying your identity with [primary](#) or [secondary](#) documents
- 3 Returning you to your community college application



What if I can't verify my identity with ID.me?



Or if you would like to skip this step for now, or are having trouble completing it, feel free to click "What if I can't verify my identity with ID.me" then click "Decline ID.me" and jump to [step #18 on this sheet](#). Please be aware that taking a moment to complete the ID.me process now can save you from potential financial aid or application delays later on.

### Decline Verification

The California Community Colleges know that some students might have trouble proving their identity with ID.me. This can happen if someone doesn't have a permanent address, social security number (SSN), or taxpayer ID number (ITIN), if there are issues with identity theft, or for some other reason. If you cannot verify with ID.me, click the "Decline ID.me" button below.

**Only choose not to use ID.me if you can't verify your identity online or with assistance from ID.me staff. After you submit your application, get in touch with your college to arrange an in-person identity verification.**

[No, take me back](#) [Decline ID.me](#)

7) If you already have an account with ID.me, you will need to log into your existing account. Otherwise choose **“Create an ID.me account”** at the top.

The screenshot shows two side-by-side forms. The left form is titled 'Sign in to ID.me' and has a blue button for 'Sign in' and a link for 'Forgot password'. A red box highlights a link that says 'New to ID.me? Create an ID.me account'. The right form is titled 'Create an ID.me account' and has a blue button for 'Create account'. It includes a warning: 'Multiple ID.me accounts are not allowed. If you have an ID.me account, use it to sign in.' and a note: 'Need to use ID.me for work? Follow these steps.' Both forms have fields for 'Email' and 'Password', and a 'Remember me' checkbox. The right form also has a 'Confirm Password' field and a checkbox for 'I accept the ID.me Terms of Service and Privacy Policy.\*'

8) Follow the prompts to finish setting up your ID.me account. You will need to confirm your email address. An email with a link to **“Confirm your email”** will be sent to you.

The screenshot shows instructions for email confirmation. It says 'Click the link in our email' and 'Check your inbox for an email from hello@id.me and click the link inside to confirm your email address.' It also says 'If you do not receive an email within 10 minutes, check your spam folder and verify it hasn't been blocked.' There is a link 'Why do I need to confirm my email?'. Below that is 'OR' and 'Enter the 6-digit code from the email'. There is a 'Confirmation Code' input field with six dashes and a 'Confirm code' button.

The screenshot shows a 'Welcome!' message. It says 'Thanks for creating an ID.me account!' and 'ID.me simplifies how you verify and share your identity online, while helping keep your information safe.' Below that is 'You can confirm your email address by clicking the link below.' There is a blue button that says 'Confirm your email' with a green arrow pointing to it from the right.

9) Next you will need to set up multi-factor authentication (MFA) to help secure your account. The easiest method is the first option. By selecting this, a text message with a code will be sent to you.



## Choose a multi-factor authentication (MFA) option

With MFA, even if someone guesses your password, they won't be able to sign in as you.



### Text Message or Phone Call

Get a 6-digit code by text message or phone call.



### Push Notification

Approve sign-ins via push notifications sent to the ID.me Authenticator mobile app.



### Code Generator Application

Generate verification codes via code generator apps like ID.me Authenticator.



### Security Key

Use a physical security key (insert or tap) with your device.



### NFC-Enabled Mobile Security Key

Tap a YubiKey™ security key to your phone using the ID.me Authenticator mobile app.

## COMPLETE YOUR SIGN IN



### Receive a code by phone



Text me



Call me

You will receive a code at the following number



(\*\*\*).\*\*\*.●●●●

Having trouble? Use your [recovery code](#) instead.

Have you lost access to all your MFA methods?  
Please begin the [MFA recovery process](#).

Continue



## COMPLETE YOUR SIGN IN



Enter the code we sent to (\*\*\*) \*\*\*●●●●

Enter the 6-digit code \*

Didn't receive it? [Resend my verification code](#)

Having trouble? Use your [recovery code](#) instead.

Have you lost access to all your MFA methods?  
Please begin the [MFA recovery process](#).

Continue

10) If you have successfully completed creating your ID.me account, this message will appear:

## YOUR ACCOUNT IS NOW SECURE

Your phone number can now be used for multi-factor authentication.



Visit [ID.me My Account](#) to view and manage multi-factor authentication settings.

11) Then you will need to select what form of government-issued ID you would like to upload, such as your driver's license, passport, or passport card.

## VERIFY YOUR IDENTITY

We'll need permission to use details from your credit profile and other public sources to verify your identity. This will not affect your credit score.

### Choose a verification method



#### [Upload photos of your license or state ID](#)

Upload photos of your driver's license or state ID, and enter your Social Security number.



#### [Upload a photo of your passport](#)

Upload a photo of your passport and enter your Social Security number.



#### [Upload photos of your passport card](#)

Upload photos of your passport card and enter your Social Security number.

12) Next, a link will be sent to your mobile phone. Click on the link and follow the prompts to upload your ID. Please make sure the photos of your ID are clear and legible. Uploading a blurry photo might delay the process.

### VERIFY YOUR IDENTITY

1 — 2 — 3 — 4 — 5

Take photos of your identity document

Enter a mobile phone number, then we'll text you a link to take photos of your identity document.

Identity Document

Driver's license or state ID [Change document](#)

Mobile Phone Number \*



Your smartphone must have a camera and a web browser.

By entering your phone number, you agree to receive notifications through text message or voice calls during sign-in attempts in order to protect your account.

[Continue](#)

[I don't have a smartphone](#)



### PREPARE YOUR DOCUMENT

Your document should be placed on a well-lit surface with a dark background.

Ensure that all 4 corners are visible.

Your document should be:

- Valid and unexpired
- Clear and readable

[Start document upload](#)

13) On your mobile phone, you can tap each box with the green plus sign to either take a photo of your ID or upload a photo of your ID that you've taken previously. Please note that you must upload **both the front and back of your ID**.

### TAKE PHOTOS WITH YOUR PHONE

1 — 2 — 3 — 4 — 5



Take photo of your driver's license or state ID (FRONT)



Take photo of your driver's license or state ID (BACK)



Take photo of your driver's license or state ID (BACK)

Please check the following to make sure your document can be processed:

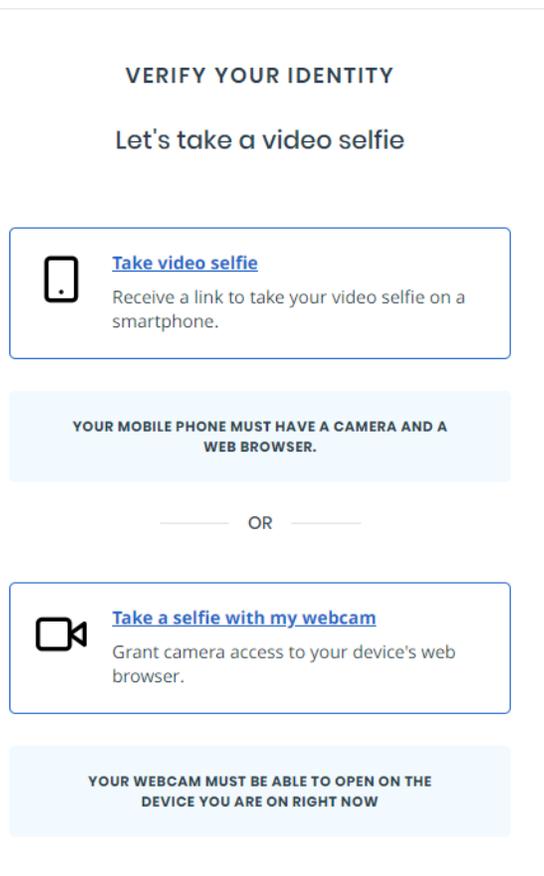
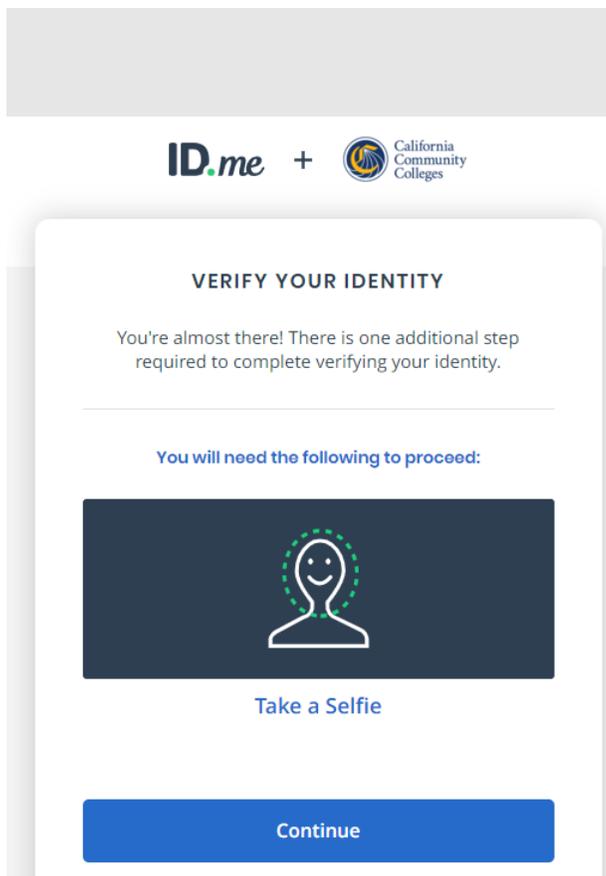
- The image is clear and not blurry (including your photo and/or barcode)
- All information is visible (e.g., expiration date)
- The document is not captured at an angle

[Continue](#)

Here is an example of an uploaded photo ID:



14) Once you upload your photo ID, it will take about 15-30 seconds to process. Once that is complete, you will be directed to take a video scan of your face.



If you select the first option, a text will be sent to your mobile phone.

WAITING FOR YOUR PHOTOS...

Text sent to + [REDACTED]



Please tap the link to upload photos.

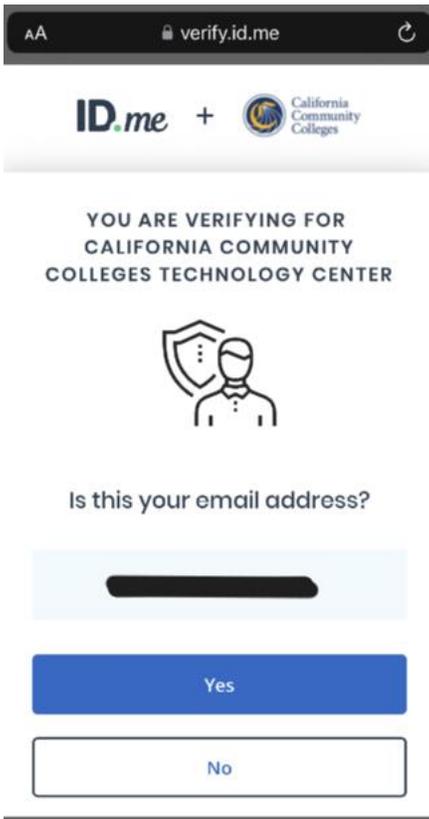
Didn't receive the text message?

[Send it again](#)

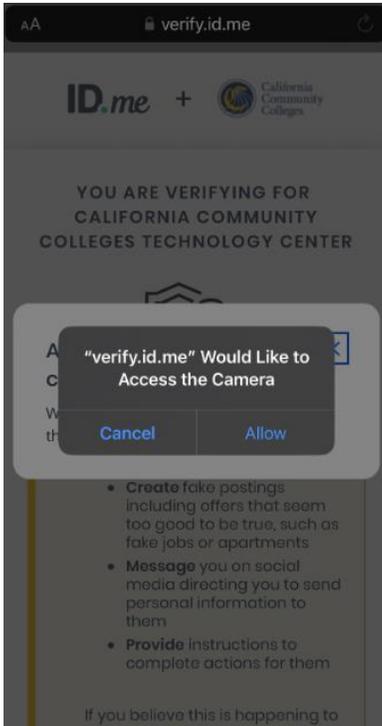
or

[Take selfie on my desktop webcam instead](#)

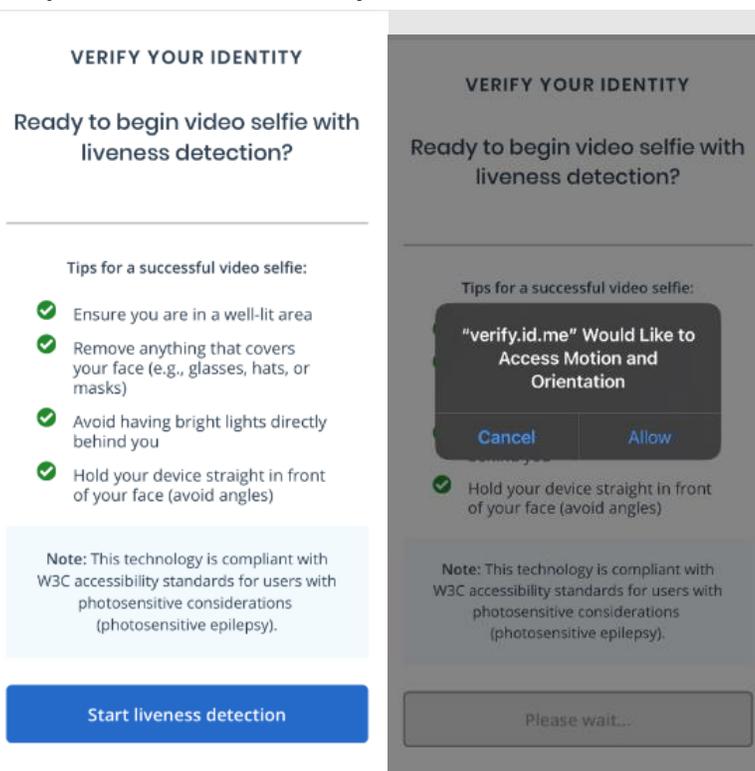
15) On your mobile phone, you will receive a text message from ID.me. You will need to click on the link that will open a web browser. Confirm your email address associated with your ID.me account.

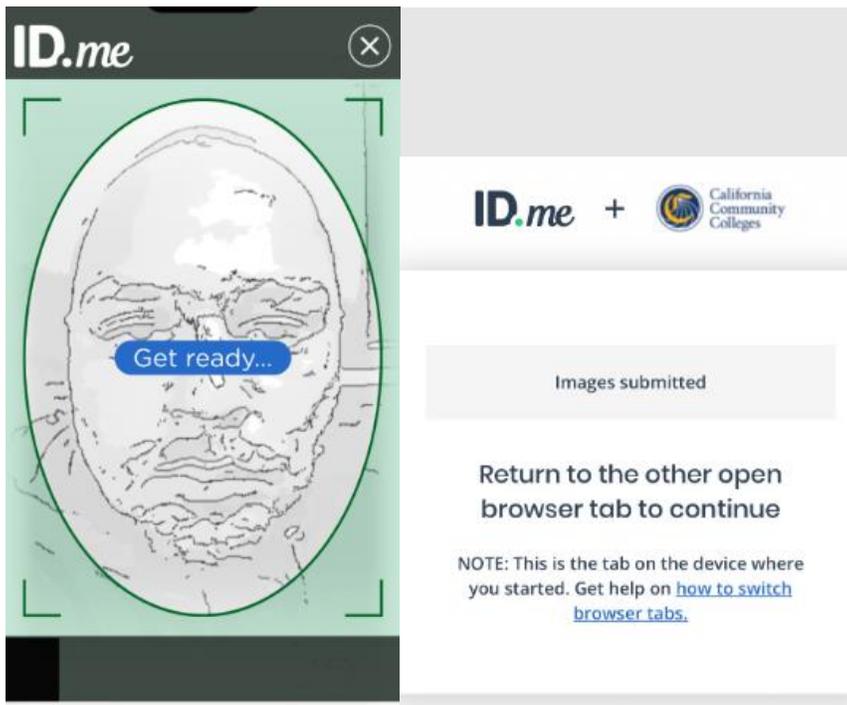


16) Next a pop-up notification will appear on your phone screen. You will need to click **“Allow”** for ID.me to use your camera to scan your face.



17) Please make sure you are in a well-lit area and your face is uncovered for the video selfie. You will need to click **“Allow”** once more for ID.me to access a live video selfie. Once you click **“Allow,”** your camera on your phone will turn on and you will need to show a clear live image of your face.





18) Your video selfie will take about 15-30 seconds to process but once it does, you will be directed to your MyPath. From here, you will see the link that says **"Start a New Application"**



## My Applications

Start a New Application

Click the blue "Start a New Application" button

Alternatively, you may see a screen that shows “Apply to Shasta College.” Click on the Application and then the blue button “Application to Shasta College.”

The screenshot shows the MyPath interface. At the top left is the California Community Colleges logo. Below it is the Shasta College logo. The main content area is divided into two columns. The left column is titled 'Step 1 CAREER EXPLORATION!' and contains the text 'Ensure your career pathway!' followed by two items: '1. Career Coach' and '2. More Resources', each with a radio button. The right column is titled 'Step 2 APPLY TO SHASTA COLLEGE' and contains the text 'Ready to become a Shasta College student?' followed by one item: '1. Application to Shasta College', which is highlighted in yellow and has a radio button.

The screenshot shows a card titled 'Apply to Shasta College'. At the top right of the card is a close button (X). Below the title are three columns: 'WHAT', 'WHY', and 'HOW LONG'. The 'HOW LONG' column indicates '1 steps' and has a progress bar. Below this is a section titled 'Step 1 Application to Shasta College' with a checkmark icon. Underneath, it says 'Create an account on OpenCCC (step 1), then start an application to Shasta College (step 2)!'. To the right of this text is a clock icon and the text 'Takes about 10 minutes'. At the bottom left of the card is a blue button labeled 'Application to Shasta College' with a green arrow pointing to it.

It may ask you to sign into your CCCapply again so just click the blue “Sign In” button.

## Application for Admission 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 Chancellor's Office. The information in your account is kept private and secure.

[Create an Account](#) or [Sign In](#)

19) If you did have to sign in again, you will be directed back to your “My Applications” page. Please select “Start a New Application.”



My Applications

Start a New Application

20) Continue answering the questions. This can take about 15-20 minutes.



California Community Colleges

CCCApply

My A



Shasta College

Shasta College

Welcome

Enrollment



Profile

Education

Citizenship/Military

Residency

Needs & Interests

Demographic Information

Supplemental Questions

Submission

### Enrollment Information

Term Applying For <sup>?</sup>

-- Select --



Educational Goal <sup>?</sup>

-- Select --



Major Category <sup>?</sup>

-- Select --



Intended Major or Program of Study <sup>?</sup>

-- Select --



Save

Continue



21) The last step will have you review your answers, check the Consent to Release of Information and sign your application. You will know you have completed each section of the application if each section has a check mark. ***Make sure to click on "Submit My Application" at the bottom of the page.***

Enrollment	✓
Profile	✓
Education	✓
Citizenship/Military	✓
Residency	✓
Needs & Interests	✓
Demographic Information	✓
Supplemental Questions	✓
Submission	🕒

## Submission

### Review Your Responses

[Save as PDF](#)

We recommend that you review your responses to ensure you've provided complete and accurate information.

[Review My Application](#)

[Submit My Application](#)

Admissions & Records / Financial Aid "One Stop"

Shasta College

[admissions@shastacollege.edu](mailto:admissions@shastacollege.edu)

530-242-7650 | [www.shastacollege.edu](http://www.shastacollege.edu)

11555 Old Oregon Trail, Redding, 96049-6006

To reach Admissions/Financial Aid, please call **(530) 242-7650** or visit us in person!

Admissions/Financial Aid One Stop: Building 2300 | Room 2330

In-Person: Monday-Thursday 8am-6pm | Friday 8am-4pm.

Phone: Monday-Thursday 8am-6pm | Friday 8am-5pm.

Student Success Center: Building 2300 | Room 2330

In-Person: Monday-Friday 8am-6pm | Friday 8am-4pm.

Zoom Drop-In: [Click Here](#) Monday - Thursday 3pm-5pm