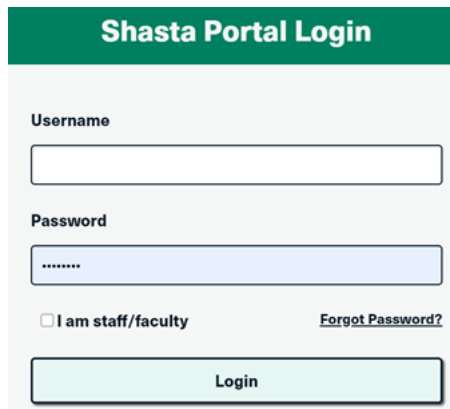


## Instructions for Applying to PACE on AIM

1. Go to [Shasta College Home](#)
2. Select Portal on the upper right side of the page



3. Enter your Username and Password and click Login  
(If you do not know your username and password please use the features on this page to identify and reset as needed)

A screenshot of the 'Shasta Portal Login' form. The form has a green header with the text 'Shasta Portal Login'. Below the header, there are two input fields: 'Username' and 'Password'. The 'Password' field is masked with asterisks. Below the 'Password' field, there is a checkbox labeled 'I am staff/faculty' and a link labeled 'Forgot Password?'. At the bottom of the form is a green 'Login' button.

4. Click AIM for PACE Services Icon



## 5. Select New Student Application

Home » Welcome to Online Services

WELCOME TO ONLINE SERVICES

**SESSION EXPIRED**  
Your session has expired. Please refresh your browser, and log in again. You may need to close the browser completely.

PLEASE CHOOSE FROM THE FOLLOWING OPTIONS

- New Student Application
- Sign Up as Notetaker
- Faculty Login

## 6. Fill out Student information fields

ONLINE STUDENT APPLICATION

2 Easy Steps to Register → Step 1: Fill in Application → Step 2: Submit Documentation

Welcome to Partners in Access to College Education here at Shasta College.

**Personal Information**

Start Term: **2020 - Spring** ▼  
Note: Select when you would like to start your services.

Expected Graduation Term: **Select One** ▼  
Note: Select when you plan to graduate.

First Name:

Last Name:

Middle Name:

Optional Preferred Name:

Student ID:   
Hint: Enter 7 alpha numeric characters.

Birth Date:   
Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2010).

**Contact Information**

Primary Phone Number:   
Hint: Enter 10-digit number only.

Secondary Phone Number:   
Hint: Enter 10-digit number only.

Email Address:

**Local Address**

Address:

City:

State: **Select One** ▼

Zipcode:   
Hint: Enter zipcode as 97331 or 97331-0000.

**Permanent Address** ☒ Same as Local Address

Address:

City:

State: **Select One** ▼

Zipcode:   
Hint: Enter zipcode as 97331 or 97331-0000.

**Additional Information**

**Affiliation(s)**

- ☐ Athlete
- ☐ CalWorks
- ☐ College Connection
- ☐ College to Career (C2C)
- ☐ Dorm Resident
- ☐ EOPS/CARE
- ☐ Gateway to College
- ☐ PTK
- ☐ SCI\*-FI
- ☐ STEP-UP
- ☐ TRIO
- ☐ Veteran

**Campus Location(s)**

- ☐ Downtown Campus
- ☐ Main Campus
- ☐ Trinity Campus
- ☐ Intermountain Campus
- ☐ Tehama Campus

7. Answer Questions 1-10

8. Click “Submit Application” at the bottom.

The information contained in this application is as accurate as possible. This confidential information may be shared on my behalf with personnel who are directly involved with the PACE program.

Full Name for Electronic Signature:

**Submit Application**

9. Your next steps: Gather documentation of disability. Forms that can qualify:

- A medical document from doctor or doctor’s office
  - i. [Disability Documentation Form](#)
- A letter from your therapist
- DOR Individual Plan for Employment (IPE) submit a copy
- Far Northern Regional Center Individual Personal Plan (IPP)
- IEP or 504 from your previous school or high school
- Previously attended college Accommodation Plan from DSPS

Documentation must be submitted to PACE to complete your application services.  
Contact the PACE office if you do not have documentation for other options.

A PACE Student Success Coordinator will contact you soon!