California Community Colleges
Application Steps

Alameda County Sheriff's Office Regional Training Center Academy Recruits

DIRECTIONS: ALL recruits must apply to Chabot College before participating in the Regular Basic Course Academies. Please follow the directions below and complete all 10 steps **before** your academy begins.

CREATE AN ACCOUNT (w/ California Community Colleges portal)

STEP 1: Click on the link below:
https://www.opencccapply.net/gateway/apply?cccMisCode=482
STEP 2: Select "Create an account"
STEP 3: Select "Begin Creating My Account"
STEP 4: Complete set-up of account (three pages)
STEP 5: On the final page, click "continue**"** to complete the college application

*If you already have an account, you must gain access to it. Return to the link above, sign in, and start with step 6.

COMPLETE APPLICATION

STEP 6: Start a new Application – Choose: Chabot College, click "Start A New Application"

STEP 7: Complete enrollment information, then click "continue"
   a. Select term based on course start date –
      Spring: Jan to May
      Summer: Jun to Aug (1st week)
      Fall: Aug (2nd week) to Dec
   b. Educational Goal – Prepare for a new career (Acquire job skills)
   c. Intended major – Administration of Justice [AA] (Chabot)

STEP 8: Continue and complete ALL sections of the application
   a. Select "Submit My Application" on the last page
   b. Refer to the step-by-step directions below for questions on application

STEP 9: Take note of your application number on the confirmation screen (Ex: 17954851)

STEP 10: **Email the following information to CC-ACSOAcademy@chabotcollege.edu**
   a. **Subject line: ACSO Academy Participant (insert academy number - Ex: 169th)**
   b. **First and last name**
   c. **Application Confirmation number (step 9)**
   d. **Birthdate (MM/DD/YYYY)**

If you have any questions, contact Professional Expert, Jessica Vile **jvile@chabotcollege.edu**, for support.

Additional Contact Information:
Kristin Lima, Ed.D, Dean, Applied Technology and Business, klima@chabotcollege.edu
Susan Williams, Senior Administrative Assistant, scwilliams@chabotcollege.edu
Cheryl Mackey, Department Chair, Administration of Justice, cmackey@chabotcollege.edu

Chabot College, 25555 Hesperian Blvd, Hayward, CA 94545
(Applied Technology and Business Division – 510-723-6652)

Step by Step Directions:

PAGE 1

College Application

Chabot College

Welcome

Enrollment Information

Term Applying For

See page 1 for Term

Educational Goal

Prepare for a new career (acquire job skills)

Intended Major or Program of Study

Administration of Justice [AA] (Chabot)

Enrollment
Account
Education
Citizenship/Military
Residency
Needs & Interests
Demographic Information
Supplemental Questions
Submission

Save | Continue

==Select options shown here==

PAGE 2

Enrollment ✓
Account ◕
Education
Citizenship/Military
Residency
Needs & Interests ○
Demographic Information ○
Supplemental Questions ○
Submission

Account Information

Review My Account
Review OpenCCC Account Information

Current Mailing Address

☐ My mailing address is the same as the Permanent Address in my OpenCCC Account above

☐ My current mailing address is **outside the United States**

Street Address ⓘ

Include apartment number or suite

City ⓘ

State

- Select State -

ZIP Code ⓘ

Save | Continue

==Complete==

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

Account Information

Enrollment ✓
Account ◕
Education
Citizenship/Military
Residency
Needs & Interests ○
Demographic Information ○
Supplemental Questions ○
Submission

Review My Account
Review OpenCCC Account Information

Current Mailing Address

☑ My mailing address is the same as the Permanent Address in my OpenCCC Account above

Save | Continue

PAGE 3

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

Education

College Enrollment Status

As of 01/12/2020, I will have the following college enrollment status:

-- Select enrollment status --

High School Education

High school education level as of 01/12/2020

-- Select education level --

Last High School Attended

- ○ I attended high school.
- ○ I was homeschooled in a registered homeschool organization.
- ○ I was independently homeschooled.
- ○ I did not attend high school and was not homeschooled.

[Save]   [Continue]

PAGE 3 Completed SAMPLE INFORMATION

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

Education

College Enrollment Status

As of 01/12/2020, I will have the following college enrollment status:

First-time student in college (after leaving high school)

High School Education

High school education level as of 01/12/2020

Received high school diploma from U.S. school

High school completion date ⓘ

Month	Day	Year
June	15	2007

Did you receive your diploma, GED, or certificate in California?
● Yes   ○ No

Have you attended high school in California for three or more years?
● Yes   ○ No

Last High School Attended

○ I attended high school.
○ I was homeschooled in a registered homeschool organization.
○ I was independently homeschooled.
○ I did not attend high school and was not homeschooled.

Country

United States of America (the) ▾

State

California ▾

Enter the name or city of your high school or homeschool organization. Then make a selection from the list. ⓘ

Arroyo High, San Lorenzo

Change

School or Organization ⓘ

Arroyo High

City ⓘ

San Lorenzo

Save	Continue

PAGE 4

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

Enrollment ✔
Account ✔
Education ✔
Citizenship/Military ◐
Residency
Needs & Interests ●
Demographic Information ●
Supplemental Questions ●
Submission

Citizenship/Military

Citizenship

Citizenship Status

-- Select Status -- ▾

U.S. Military/Dependent of Military

U.S. Military status as of 01/12/2020

-- Select Status -- ▾

Save	Continue

Complete Citizenship/Military

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

- Enrollment ✔
- Account ✔
- Education ✔
- Citizenship/Military ✔
- Residency ⬤
- Needs & Interests ⬤
- Demographic Information ⬤
- Supplemental Questions ⬤
- Submission

Residency

California Residence

Have you lived in California continuously since 01/12/2018?

○ Yes ○ No

Out-of-State Activities

As of 01/12/2018, have you engaged in any of the following activities? Check each activity that applies.

☐ I paid taxes outside of California

☐ I registered to vote outside of California

☐ I declared residency at a college or university outside of California

☐ I filed for a lawsuit or divorce outside of California

Out-of-State Activities: Leave blank if none apply to you

Special Residency Categories

Have you ever been in court-ordered foster care?

○ Yes ○ No

[Save] [Continue]

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

- Enrollment ✔
- Account ✔
- Education ✔
- Citizenship/Military ✔
- Residency ✔
- Needs & Interests ⬤
- Demographic Information ⬤
- Supplemental Questions ⬤
- Submission

Needs & Interests

This information you provide on this page will not be used in making admission decisions and will not be used for discriminatory purposes.

Main Language

Are you comfortable reading and writing English?

○ Yes ○ No

Complete

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

Complete

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 P.E. classes).

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
☐ Re-entry program (after 5 years out)
☐ Scholarship information
☐ Student government
☐ Testing, assessment, orientation
☐ Transfer information
☐ Tutoring services
☐ Veterans services

Save	Continue

==Athletic Interest: select No==

==Program & Services: Leave blank==

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College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

Demographic Information

Gender/Transgender

This information will be used for state and federal reporting purposes. It is optional and voluntary and will not be used for a discriminatory purpose. "Gender" in this context, means a person's sex, or a person's gender identity and gender expression.

Gender
-- Select Gender --

Do you consider yourself transgender?
-- Select Transgender Response --

Sexual Orientation

By California law, the California Community Colleges collect voluntary demographic information regarding the sexual orientation, gender identity, and gender expression of students.

- This information is used for summary demographic reporting and will not be used for a discriminatory purpose.
- Your responses are kept private and secure.
- Providing this information is optional.

Please indicate your sexual orientation
-- Select Sexual Orientation --

Enrollment ✓
Account ✓
Education ✓
Citizenship/Military ✓
Residency ✓
Needs & Interests ✓
Demographic Information ⊙
Supplemental Questions ○
Submission

==Complete==

Parent/Guardian Educational Levels

Regardless of your age, please indicate the education levels of the parents and/or guardians who raised you.

Parent or Guardian 1

-- Select Education Level --   ▼

Parent or Guardian 2

-- Select Education Level --   ▼

Race/Ethnicity

Per U.S. Department of Education guidelines, colleges are required to collect this racial and ethnic data.

Check the box below if you identify as Hispanic or Latino. If you indicate that you are Hispanic or Latino, you will have the option to select more specific ancestry groups.

Are you Hispanic or Latino?

○ Yes ○ No

Check all of the ethnicity, nation, and ancestry groups that you identify with. When you select a major ethnicity group, you will have the option to select more specific ancestry groups. Select all that apply.

☐ Asian

☐ American Indian or Alaska Native

☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander

☐ Middle Eastern or North African

☐ White

[Save]   [Continue]

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College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

- Enrollment ✓
- Account ✓
- Education ✓
- Citizenship/Military ✓
- Residency ✓
- Needs & Interests ✓
- Demographic Information ✓
- Supplemental Questions ◐
- Submission

Supplemental Questions

Chabot College would like to gather some additional information on your application to college.

Early Decision Program

Are you currently a high school senior planning on participating in the 2020 High School Student Orientation and Registration (SOAR) program?

No   ▼

Please select your High School

-- Select --   ▼

If you are a high school senior and you currently attending or have attended a Regional Occupational Program (ROP) in the Chabot College region, please select the ROP from the list below

-- Select --   ▼

Credit By Exam Articulation

Are you a high school student taking a Credit By Exam Articulation class?

No   ▼

Credit By Exam Articulation

Are you a high school student taking a Credit By Exam Articulation class?

| No | ▾ |

PACE Program: Degree and Transfer Program for Working Adults

Are you interested in joining the PACE: Evening/Saturday Degree and Transfer Program at Chabot College? This program lets you earn your degree while working full-time, allowing you to meet graduation and transfer requirements in three years or less by attending classes evenings, Saturdays, and through distance education.

| No | ▾ |

Tribal TANF

Are you a Tribal TANF Recipient?

| No | ▾ |

Athletics

Are you interested in participating in intercollegiate athletics at Chabot College? If so, please select a sport:

| -- Select -- | ▾ |

Registered Nursing Program

Are you interested in applying for our Registered Nursing Program?

| No | ▾ |

Registered Dental Hygienist Program

Are you interested in applying for our Dental Hygiene Program?

| No | ▾ |

Planned Enrollment

Are you planning to attend part-time or full-time this term? Please select one.

| Full-time student (12 or more units) | ▾ |

FINAL PAGE – SUBMISSION

College Application

Chabot College | Term: Spring 2020 | Application #: 14999412

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

Request for Consent to Release Information

I authorize the Chancellor's Office, California Community Colleges, and the community colleges I am attending to release necessary personal information contained in my education records, including my Social Security number, for the purposes described below. To learn more about how your personal information is stored and used, see the Privacy Policy.

- To federal or state agencies to evaluate jointly administered programs or to comply with reporting requirements;
- To data matching services to measure student success in transferring to four-year colleges or universities;
- To colleges, universities, or government agencies to promote outreach to students and to enhance transfer;
- To the California Student Aid Commission to facilitate the award of financial aid; and
- To organizations or agencies assisting the Chancellor's Office or the community colleges you attend with research and analysis.

○ I consent   ○ I do not consent

Complete *(highlighted)*

Submit Your Application

You are about to submit your application to Chabot College.
NO CHANGES can be made to your application once it is submitted.

California state law* allows you to submit your application and residency information online with an electronic signature verification. Your completion of this page will provide the necessary verification for electronic submission. The security and privacy of the information in your submitted application are protected as described in the CCCApply Privacy Policy.

* Section 54300 of subchapter 4.5 of chapter 5 of division 6 of title 5 of the California Code of Regulations.

☐ By Checking here, I, ▮▮▮▮▮▮▮▮▮▮, declare that:

- All of the information in this application pertains to me.

- Under penalty of perjury, the statements and information submitted in this online admission application are true and correct.

- I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in District action.

- I understand that all materials and information submitted by me for purposes of admission become the property of Chabot College.

☐ By Checking here, I, ▮▮▮▮▮▮▮▮, acknowledge understanding that:

- Federal and state financial aid programs are available and may include aid in the form of grants, work study, and/or any available student loans. I am aware that I may apply for assistance for up to the total cost of my education including enrollment fees, books & supplies, transportation, and room and board expense.

- I may apply for financial assistance if I am enrolled in an eligible program of study (certificate, associate degree, or transfer), and may receive aid if qualified, regardless of whether I am enrolled full-time or part-time.

- Financial aid program information and application assistance are available in the financial aid office at the college. The application is also available on-line.

Note: CCCApply will provide links to financial aid information and applications after you submit this application. You can also find financial aid information at www.icanaffordcollege.com, and on most college websites.

Check box *(highlighted)*

Check box *(highlighted)*

Submit My Application

Submit Application! *(highlighted)*

After submission, see page 1, step 9.