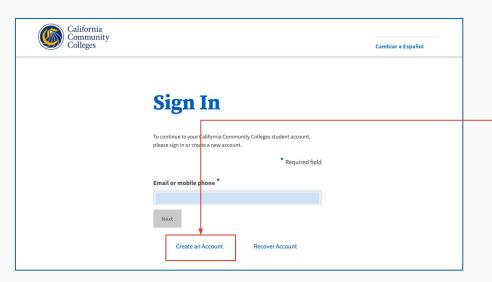# How To...

Create An OpenCCC Account

First-Time User
California Community Colleges

Why do you need an OpenCCC Account?

- OpenCCC is the student account system for all 116 California Community Colleges.

- Regardless of which college you are attending, OpenCCC generates a one-time *CCC-ID* for every student across the system.

- The CCCID ensures all your applications and records are consolidated in one place throughout your college journey in the CCC system.

Step 1: Get Started

1. Click the *Create An Account* link on Sign In page

Reminder: If you already have an OpenCCC account, *Sign In* using your email address, or click the *Recover Account* link to reset your password.
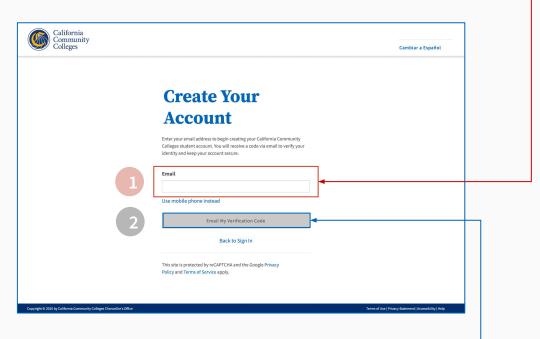
Here's what you need to create your account

- A unique email address
- Access to your email account
- Chrome or Safari browser recommended

If you're using a mobile device…

- A unique, mobile phone number
- Access to your mobile device
- Email address to complete setting up your account

Step 2: Create Your Account

1. Enter your unique email address in *Email* field

California Community Colleges

Cambiar a Español

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.

1 **Email**

Use mobile phone instead

2 Email My Verification Code

Back to Sign In

This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.

Copyright © 2020 by California Community Colleges Chancellor's Office

Terms of Use | Privacy Statement | Accessibility | Help

2. Click *Email My Verification Code* button

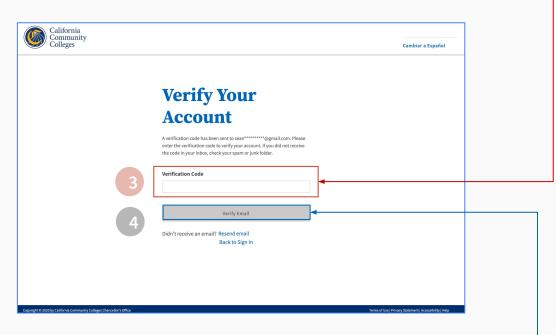# Retrieve your security code to verify your identity

- Access your email account and find the email from *California Community Colleges*
- Copy the six-digit security code
- Return to the *Verify Your Account* page and enter the code in the Verification Code field

Important Notes:

- The security code is time-sensitive
- Enter your code within 10 minutes
- Three *retries* are allowed
- Request a new code at any time

Step 3: Verify Your Account

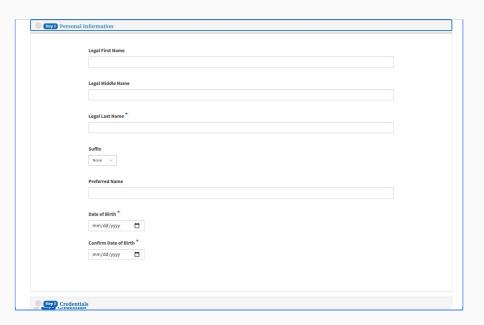3. Enter security code in the *Verification Code* field

4. Click *Verify Email* button to verify your identity

Basic Profile Information

- Provide a phone number and indicate the type (mobile or landline)

- Provide your permanent home address

- Provide your full legal name

- Enter and confirm your date of birth

Step 4: Complete Profile
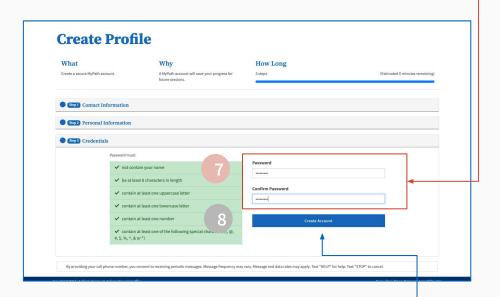
5. Provide your Personal & Contact Information

6. Continue to *Credentials* screen to create password

Our Commitment to Security & Privacy

- OpenCCC uses two-factor (2FA) authentication for identity security
- Your personal information is secure
- Your information is never sold or shared with third parties
- Your data is encrypted in transit and at rest

Step 5: Create Password & Finish

7. Create and confirm your secure password

8. Click *Create Account* button to finish

Congratulations!

Your account has been created and you're on your way!