



1. APPLY FOR ADMISSION

Complete the free online application at www.lbcc.edu by hovering over “**QuickLinks**” then click “**Apply Now**”. First, create an OPENCCC account or sign in. Then, complete an application for the Summer/Fall or Winter/Spring semester at LBCC. You will receive a college acceptance email with your LBCC Viking ID number approximately 48-72 hours after you apply.



2. APPLY FOR FINANCIAL AID

Complete your FAFSA at www.studentaid.gov OR CA Dream Act at www.dream.csac.ca.gov as soon as possible. To ensure LBCC receives your financial aid application, you **MUST** list LBCC as one of your schools. The school code for Long Beach City College is **007219**. After submitting your FAFSA or CA Dream Act you will get an email from LBCC to create an account with Financial Aid at www.lbcc.studentforms.com

NOTE: If you are completing the CA Dream Act, upon graduation you must complete a **CA Nonresident Tuition Exemption Request Form (AB 540 Form)**, and submit it to the Admissions and Records office via email admissions@lbcc.edu



3. SET UP YOUR VIKING PORTAL

Access your Viking Student Portal using your 7-digit LBCC student ID number. Visit www.lbcc.edu, hover over “**Quicklinks**”, click on “**Viking Student Login**”, then click “**New/Forgotten Password**” to create a password.

NOTE: The following next steps will be completed by entering your ID & password in the Viking Student Login.



4. COMPLETE THE ONLINE ORIENTATION

This is a requirement to register for classes; a hold will be placed on your account until completed. Please use a computer and access Chrome or Firefox. In the “**Student Service**” tile, click on “**My Orientation**” tab, and complete the “**New Student Orientation**”. Pass the final test with a score of 80% or higher to receive credit.



5. COMPLETE THE PARTICIPATION AGREEMENT

(ONLY APPLICABLE TO FIRST TIME COLLEGE STUDENTS)

Access the participation agreement for the Long Beach College Promise or Viking Advantage in the “**Student Service**” tile and click “**My Participation Agreements**”. To promote academic success, **Viking Advantage** provides 1-year of free tuition, priority registration, and a student success network to answer academic questions and offer support in navigating college. In addition to the opportunities outlined for Viking Advantage, the **Long Beach College Promise** provides 2-years of free tuition for all direct high school graduates from LBUSD, Mayfair, St. Anthony or St. Joseph.

Notes:

Notes:



6. COMPLETE YOUR COURSE PLACEMENT

Students are required to complete the online Guided Placement Tool (GPT) to help counselors know what English, Math & Reading you place into at the college level. If you submitted your placements on the LBCC application, you will not be assigned the GPT and your results will be in the **“Student Service”** tile under **“My Placement Results”**. If your placement is **“To Be Determined”** you will need to complete the GPT by clicking **“My Participation Agreements”** and then click **“Guided Placement Tool”**.



7. MEET WITH AN LBCC COUNSELOR

Meet with a counselor to discuss your desired educational goal and create an Educational Plan (also known as Degree Planner) to reach it. Students will work with a counselor to select classes. To meet with a counselor, visit www.lbcc.edu/counseling, click the red tab **“Make a Counseling Appointment,”** and select the option that best fits your needs.

NOTE: Students will register for classes independently.



8. REGISTER FOR CLASSES

You will be assigned a registration start date featured on the first page of the **“Registration & Schedule”** tile. To access your Ed Plan/Degree Planner click on the **“Build Schedule”** tab, then click on **“My Ed Plan (Degree Planner)”**. To register for those classes, select **“Class Search and Enroll”** also located on the left menu column.



9. PAY STUDENT FEES & PICK UP STUDENT ID

Students are required to pay for their student fees - includes **College Services Card, Student Health Services, Student Representation, & other course fees**, approx. \$42 (Fall/Spring) & \$30 (Summer/Winter). You can pay online via Nelnet using a debit/credit card in the **“Student Account”** tile then click on **“Make a Payment.”** You can pay in-person by visiting the Cashier's Office (LAC-A1081 or TTC-GG101). To prevent from being dropped from your classes, you must pay in full or set up a payment plan. Afterwards, you can visit Student Life to pick up your student ID card (LAC-B105 or TTC-EE102).



10. ATTEND 1ST DAY OF CLASS

You must attend the first meeting of each class. Students who do not attend the first day of class are subject to being dropped without notice. If you have an emergency notify the instructor via email ahead of time. If you are on a waitlist, be sure to email the instructor prior, and or attend the first day of class to possibly obtain a permission number to complete your registration.