

Notes:



## 1. APPLY FOR ADMISSION

Complete the free online application at [www.lbcc.edu](http://www.lbcc.edu) by hovering over “QuickLinks” then clicking “Apply Online”. First create an OPENCCC account then complete an application for the Summer/Fall or Winter/Spring semester at LBCC. You will receive a welcome email with your LBCC student ID number approximately 48-72 hours after you apply.



## 2. APPLY FOR FINANCIAL AID

Complete your FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) OR CA Dream Act [www.dream.csac.ca.gov](http://www.dream.csac.ca.gov) as soon as possible. To ensure LBCC receives your financial aid application, please make sure to list LBCC as one of your schools. The school code for Long Beach City College is **001219**. 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.verifymyfafsa.com](http://www.lbcc.verifymyfafsa.com)

**NOTE:** If you are completing the CA Dream Act, upon graduating you must complete a CA Nonresident Tuition Exemption Request Form, [www.lbcc.edu/california-dream-act](http://www.lbcc.edu/california-dream-act) and submit it to the Admissions and Records office via email [admissions@lbcc.edu](mailto:admissions@lbcc.edu)



## 3. SET UP YOUR VIKING PORTAL

Access your Viking Student System using your 7-digit LBCC student ID number. Visit [www.lbcc.edu](http://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, then clicking on “Student Service” tile.



## 4. COMPLETE THE ONLINE ORIENTATION

Complete the New Student Orientation by first clicking “**Student Service**” tile, then click on “**My Orientation**” tab. You must successfully complete all quizzes and the final test with a passing score of 80% or higher in order for the hold to be released. This is a requirement to register for classes.



## 5. COMPLETE THE PARTICIPATION AGREEMENT (ONLY APPLICABLE TO DIRECT HIGH SCHOOL MATRICULATES)

Access the participation agreement for Long Beach College Promise or Viking Advantage by clicking on “**Student Service**” and then “**My Participation Agreement**”. To promote academic success, Viking Advantage students receive one 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, Long Beach College Promise students will also be eligible for 2 years of free tuition and Promise 2.0 a guaranteed transfer pathway to CSULB.



## 6. CHECK YOUR COURSE PLACEMENT INFORMATION

Check your course placements under **“My Placement Results”** in the **“Student Service”** tile. If your placement is **“To Be Determined”** you will need to complete the Guided Placement Tool (GPT) by clicking, **“My Participation Agreements”** and then click **“Guided Placement Tool”**. Please complete the GPT at least 24-hours before meeting with a counselor.

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## 7. MEET WITH AN LBCC COUNSELOR

Meet with a counselor to discuss your desired educational goal and create a Student Educational Plan (SEP) to reach it. Students will work with a counselor to select classes. To meet with a counselor, visit the Welcome Centers in the main lobbies of the LAC Campus (A-1001) & PCC Campus (AA-101).

**NOTE:** *Students will register for classes independently.*



## 8. REGISTER FOR CLASSES

You will be assigned a start registration date under **“Registration Appointments”** in the **“Manage Classes”** tile. Using your SEP made with the counselor, register for classes by clicking **“Enroll in Classes”** under the **“Manage Classes”** tile.



## 9. PAY STUDENT FEES & PICK UP COLLEGE SERVICE STICKER

You can pay your student fees through the Viking Student System by using a debit/credit card, your financial aid award, or in person by visiting the Cashier's Office. After paying for the College Services Card Sticker you can take your validation sticker to the Student Affairs Office (Building E at LAC or Building EE at PCC) to take your picture for your LBCC Student ID card.



## 10. GET READY TO ATTEND 1<sup>ST</sup> DAY OF CLASS

Once enrolled, it is imperative that you attend the first meeting of each or your classes. 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 ahead of time. If you are on a waitlist, attend the first day of class to possibly obtain a permission number to complete your registration.