



1. APPLY FOR ADMISSION

Complete the free online application at www.lbcc.edu by hovering over **“QuickLinks”** then click **“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 college acceptance email with your LBCC student 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 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

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 System 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, then clicking on **“Student Service”** tile.



4. COMPLETE THE ONLINE ORIENTATION

Access the orientation in the **“Student Service”** tile, then click on **“My Orientation”** tab. To receive credit you must complete the **“New Student Orientation”** and complete 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 in the **“Student Service”** tile and click **“My Participation Agreement”**. To promote academic success, the Viking Advantage provides 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, the Long Beach College Promise provides 2 years of free tuition and Promise 2.0 is a guaranteed transfer pathway to CSULB, eligible for all LBUSD high school graduates.

Notes:



6. CHECK YOUR COURSE PLACEMENT RESULTS

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.



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) or online www.lbcc.edu/welcome-center.

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 **"Manage Classes"** tile. To access your SEP click on the **"Students Service"** tile, then click on **"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

You can pay your student fees under **"Student Account,"** then click on **"Make a Payment"**. You can use a debit/credit card or pay in person at the Cashier's office. Students are still required to pay for the student fees which is the **Health Fee, Student representation fee, Student Service fee, and other course related fees**, approx. = \$42. To prevent from being dropped from your classes, you must pay in full or make a partial payment. Afterwards, you can visit the student life office to pick up your student ID in the E Bldg. (LAC) or EE Bldg. (PCC).



10. UPLOAD COVID VACCINATIONS & ATTEND 1ST DAY OF CLASS

You must attend the first meeting of each class. Students taking in-person classes are **REQUIRED** to submit proof of vaccination under the **"Student Service"** tab, under **"Student Health Information"**. 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.

Notes: