Directions for completing the RCC Career and College Promise (CCP) Application

Step 1 – Go to www.rockinghamcc.edu

- In the upper right corner of the homepage, click the orange Apply button.
- On the Apply page, go directly to Step #2. This will take you to the CFNC Login Page.

Tip - You will not need to return to the RCC homepage. Students participating in CCP do not have to complete Step #1 or Step #3.

Step 2 – Login to CFNC

- Login to CFNC using your username and password.
- Use the username/password retrieval tool if you do not remember.
- If you do not have a CFNC account, click Create My Account.

Step 3 - Complete the RCC application

You will notice six tabs to your left. Please progress through the tabs. When you have completed a tab, a checkmark will appear. Do not move to the next tab until your current tab has a checkmark.

Name and Address

- Most of the information will be brought over from your CFNC profile, but there are a few fields you must enter.

Personal Information

- Please enter your Social Security Number. If you do not know your social security number, please save the application, and return when you have your SSN. The SSN is how RCC will keep track of your academic achievements, now and in the future. If you do not have an SSN, you may leave the field blank.
- Please Enter your NC Student Number. This is your school identification number; most students know this as their lunch room number. This number is extremely important and allows RCC to download your high school transcript. **Students must have a current High School transcript on file in order to participate in CCP.**
- Students in private school and homeschool students may leave NC Student Number blank.

Enrollment Information

- Enrollment Term – Fall 2021 or Spring 2022.
- Entrance Status – Career and Collage Promise.
- Under Career and College Promise, select either *College Transfer Pathway* if you are plan to take transfer courses or *Career and Technical Education Pathway* if you plan to take career focused courses. There is no wrong answer. The pathway can always be changed later.
- Under the pathway you selected, select a program of study. Again, there is no wrong answer. You can change your program later.
- Do you plan to be a CTE concentrator? – No.

Educational Information

- Search for your high school, homeschool students may need to manually enter information.
- Enter *Rockingham* in the County portion of the address.
- Graduation Date – Your Estimate, most likely 6/2022 or 6/2023.
- Did you graduate from high school? – Select I am currently in high school.
- If you do not know your high school track, select Track Unknown.

Student Statement

- Type your legal Name

Tip - If the application asks you for an RCN number, you did not select Career and College Promise for your entrance status in the Enrollment Information section.

Finish Application

- Check the box to send RCC your high school transcript (Public school students only).
- Select no Payment Necessary.
- Click the Submit Application Button.