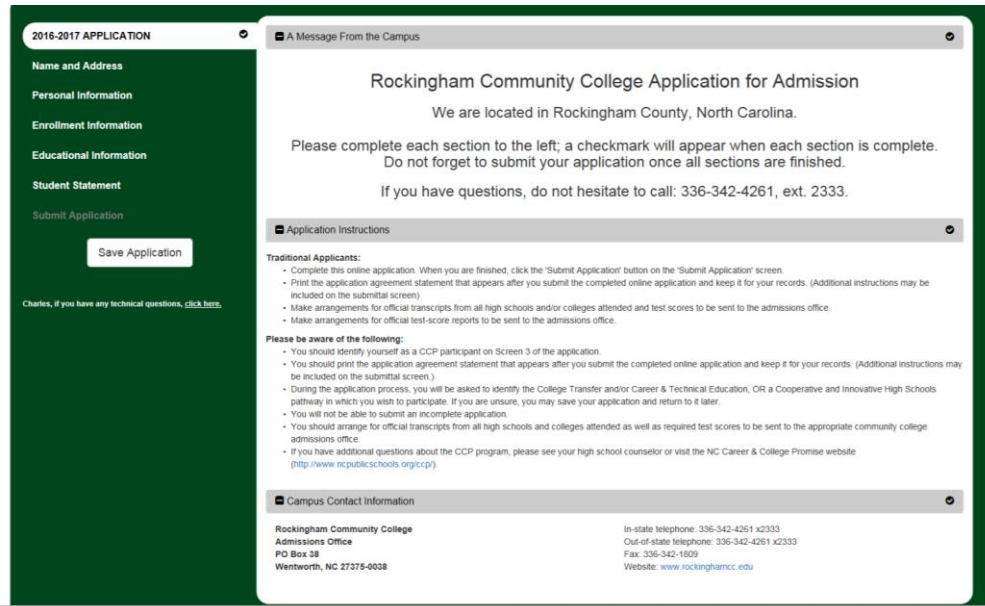


Directions for completing the Rockingham Community College Application for Admission for Career and College Promise (CCP) Students

1. Go to www.rockinghamcc.edu
2. Under the Admissions tab, select Apply Now
3. **On the Apply Now page, go directly to #2.** Students participating in CCP do not have to complete Residency Determination.

4. On the login page, select New User.
 - a. If you already have a CFNC account, log in and skip to step 11 in these directions.
5. Please complete the CFNC Create My Account page.
 - a. If your email is already in use, go to the previous page and use the username or password retrieval tools to log in. Then skip to step 11.
6. In the Role field, select High School Student.
7. Use the Find button to locate your school.
8. Do not forget to enter your high school graduation year.
9. Enter information in the remainder of the fields.
10. Select Create My Account.
 - a. If the button is gray, you have missed a field.

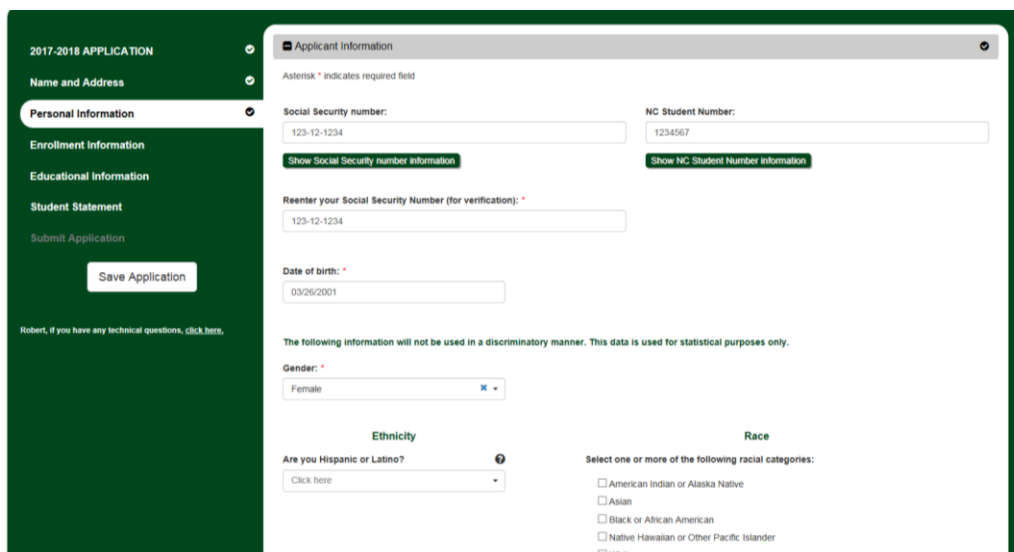
- You are now ready to complete the RCC application. You will notice six tabs to your left. Please progress through the tabs. When you have completed a tab, a checkmark will appear. Do not move to the next tab until your current tab has a checkmark



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

- On the Personal Information tab, 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.

- Your NC Student Number is your school identification number; most students know this as their cafeteria number.



15. On the Enrollment Information tab, select:
 - a. Enrollment Term – Fall 2020
 - b. Entrance Status – Career and College Promise
 - c. If the application asks you for an RCN number, you did not select Career and College for your entrance status.

16. Under Career and College Promise, select either College Transfer Pathway or Career and Technical Education Pathway. Your high school counselor or an RCC representative may have discussed this with you. If you are unsure, select the pathway that feels right. There is no wrong answer. The pathway can always be changed later.

17. Under the pathway you selected, select a program of study. Again, select what feels right. We can change your program later.
 - a. Do you plan to be a CTE Concentrator? – Select No.

18. The remainder of questions are required but are for statistical purposes only. Take your best guess.

2017-2018 APPLICATION

- Name and Address
- Personal Information
- Enrollment Information**
- Educational Information
- Student Statement
- Submit Application

[Save Application](#)

Robert, if you have any technical questions, [click here](#).

Enrollment term: Spring 2018

Entrance status: Career and College Promise (Current NC high school students ONLY)

Are you a returning student? No

Career and College Promise

Career and College Promise Pathways:

College Transfer Pathway

Career and Technical Education Pathway

Please select the CTE Program of Study: Criminal Justice Pathway

Do you plan to be a CTE Concentrator? No

Enrollment Details

Do you plan to enroll: Part-time

Do you plan to attend during: Day

Education goals (select what is your primary goal): Transfer to a four-year college or university

Employment status while enrolled: Unemployed, not seeking employment



You are almost finished...

19. Complete the Educational Information Tab

- a. Do not forget to enter Rockingham in the County Field
- b. Take your best guess on your graduation date
- c. Please describe yourself as a current high school student.

The screenshot shows the 'Most Recent High School' form. The left sidebar has tabs for '2016-2017 APPLICATION', 'Name and Address', 'Personal Information', 'Enrollment Information', 'Educational Information' (selected), 'Student Statement', and 'Submit Application'. The 'Educational Information' tab is active, showing fields for 'High school', 'Type', 'Street', 'City', 'U.S. state/territory', 'Country', 'County', 'Graduation date or last date attended', 'High school track', and 'Did you graduate from high school?'. The 'Education History' section below has a dropdown for 'Highest education level completed that best describes you:' set to '11th Grade', and a question 'Have you received a High School Equivalency Diploma or Adult High School Diploma?' with 'Neither' selected. A 'Show AHSD and HSED Information' button is visible. At the bottom, there is a 'Save Application' button and a link for technical questions.

20. Once all six tabs have a checkmark, click on the Submit Application

- a. You may save the application anytime, but it does not complete the application process
- b. If it asks about sending us your transcript, please check the box
- c. Select No Payment Necessary
- d. Click the Submit Application button

The screenshot shows the 'Submit Application' page. The left sidebar has tabs for '2016-2017 APPLICATION', 'Name and Address', 'Personal Information', 'Enrollment Information', 'Educational Information', 'Student Statement', and 'Submit Application' (selected). The 'Submit Application' tab is active, showing an 'Important Message' section with instructions to select 'No Payment Necessary' and click the 'Submit Application' button. Below this is a 'Payment Information' section with a checked box for 'No Payment Necessary'. A 'Submit Application' button is prominently displayed. At the bottom, there is a 'Save Application' button and a link for technical questions.

Congratulations you are DONE!