

Steps to Applying Online at Tri-C (General Application)

1. Go to www.tri-c.edu/apply
2. Review the application instructions. Click the orange button on the right hand side that says “Apply Online.”

Tri-C Home » Apply

Apply to Tri-C

All persons 18 years of age or older are eligible for most programs of study at Cuyahoga Community College. The way you apply will depend on what type of student you are. Go to [Getting Started](#) to see what application process is right for you.

If you are ready to apply, follow the instructions below. You can apply online by clicking the red "Apply Online" button.

[Application Instructions](#)

Processing of the online application will take approximately 7 business days.

3. If this is your first time logging in, you will first need to create an account. To create a new account, click 'Create Account' at the top of the screen. **If you have already created an account, log into your account and skip to **step 11**.*

Cuyahoga Community College

Return to Cuyahoga Community College

Log In **Create Account** Apply Online Events

Welcome

Welcome to Cuyahoga Community College. Please enter your email address and password. Additional questions may become required based on your answers.

Create Account
Don't have an account? Create one today.

Forgotten Password
Forgot your password? Reset it now.

Log In

Log In

Not registered yet? **Create an account!**
Forgot your password? Reset it now.

4. Fill in all required information, including: first name; last name; email address; phone number; birth date; street address.
5. When you get to the question “Currently in high school?” answer Yes or No. If you are currently in high school and answer “Yes,” you will be required to fill in your graduation year and your estimated self-reported GPA. This helps the college to know what scholarships you may be eligible for in the future. If you are not in high school, click “No”.

Currently in high school? *

Yes

Self Reported GPA *

3.5

High School Graduation Year *

2018

6. If you are currently in high school, you will have to fill in which high school you currently attend. If you are not currently in high school, you will be required to fill this information out later, on the actual application.
7. Use the following instructions to select your Ohio high school:
 - a. Select Country (United States)
 - b. Select State (Ohio)
 - c. Leave the "City" field **blank**
 - d. Click "Search"
 - e. Select your school from the list
 - f. Click "Select"

The image shows a web form titled "High School" with the following fields and buttons:

- Country ***: A dropdown menu with "United States" selected. An arrow labeled 'a' points to this dropdown.
- State/Province ***: A dropdown menu with "Ohio" selected. An arrow labeled 'b' points to this dropdown.
- City**: A text input field that is currently blank. An arrow labeled 'c' points to this field.
- Search** and **Cancel** buttons: A red arrow labeled 'd' points to the "Search" button.
- Results Found:** A section containing a dropdown menu with "Parma HS" selected. An arrow labeled 'e' points to this dropdown.
- Select** button: A red arrow labeled 'f' points to this button.

There is no need to enter the address of your high school in the white box. You only need to enter the address if you are unable to find your high school in the list.

If your high school is NOT in the state of Ohio, use the following instructions:

- g. Select Country (**United States**)
 - h. Select State/Province (**N/A**)
 - i. Leave the "City" field **blank**
 - j. Click "Search"
 - k. Select "**Out of State/Foreign**"
 - l. Click "Select"
8. Fill in your **Enrollment Information** as follows:
 - a. **Start Term***: The term you plan to start taking your classes.
 - b. **Student Type***:
 - i. **New student with no prior college**: You will be starting at Tri-C as a freshman. If you are a former CCP student, you will still select New.
 - ii. **Former student returning to Tri-C**: You've taken classes at Tri-C in the past, but have been inactive for 3 terms and need to reapply to reactivate your account.
 - iii. **Transfer student with prior college credit**: You've taken classes at another college or university. If you have earned a degree at another institution, you would be considered a transfer student.

- iv. **Visiting/Transient student:** You have permission from your home institution to take a class at Tri-C (very common over the summer).
- v. **Current middle/high school student interested in taking College Credit Plus classes at Tri-C:** You are in 7th-11th grade, have talked to your school counselor about the option of CCP, and plan to take college coursework while still in middle or high school.

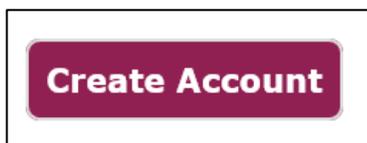
- c. **Academic Area of Interest***: Select the area that interests you.
- d. **Academic Program of Interest***: Only the programs in the academic area will show up. Select your preference. The option of “Undecided” is available.
- e. **Campus of Interest***: The campus where you plan to take your classes.
 - i. Eastern Campus (Highland Hills)
 - ii. Metro Campus (Downtown Cleveland)
 - 1. If you plan to take your classes at the Manufacturing Technology Center or the Advanced Technology Training Center, select Metro.
 - iii. Western Campus (Parma)
 - 1. If you plan to take your classes at Brunswick, select West.
 - iv. Westshore (Westlake)
 - 1. If you plan to take your classes at Corporate College West, select Westshore.

Example:

Start Term * Fall 2018 ▼	Student Type * Definitions of Student Types Transfer Student with prior coll ▼
Academic Area of Interest * Humanities, Liberal Arts, Social Sciences ▼	Academic Program of Interest * Human Services - AAS Degree ▼
Campus of Interest * Western (Parma) ▼	

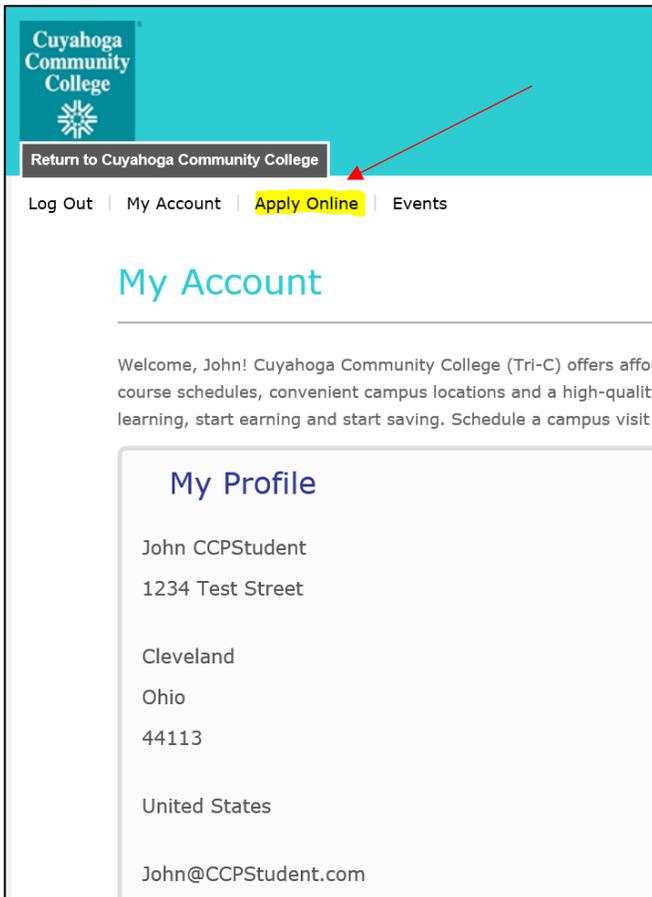
9. Create a password that you will remember, along with a question to remind you of your password. We recommend writing your password down.

10. Click “Create Account”

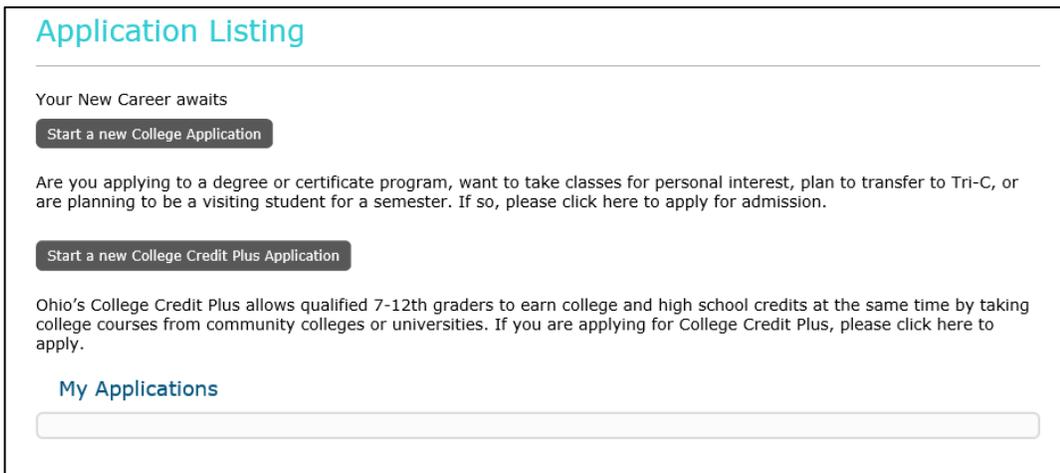


You have successfully created an account. When you log in to your account, you can see your personal profile, apply online, and sign up for campus events. Your next step will be to fill out a general application.

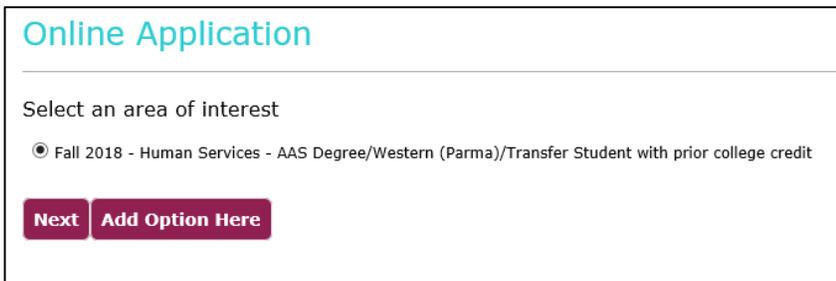
11. Click “Apply Online”:



12. Click “Start a New College Application”.



13. Click “Next.”



You may get a message letting you know that your application is loading. This could take a few moments.

PERSONAL:

14. When your application generates, you'll see that much of the information that you used to create your account will populate into the application. If you notice any errors in your personal information, update the fields.
15. **Name:** Enter the required information, including: gender; emergency contact first and last name; and emergency contact phone number.
 - a. If you are a male aged 18-25, you will be required to submit your Selective Service registration number. You can locate your Selective Service number here: <https://www.sss.gov/>.
16. **Contact Information:** Check to make sure your contact information populated correctly from the Create Account form. Make adjustments as necessary.
17. **Home Address:** Check to make sure your home address populated correctly from the Create Account form. Make adjustments as necessary.

Be sure to answer the question "Have you lived in Ohio for the last 12 months?*" Answering "Yes" will generate additional questions: "Do you live in Cuyahoga County?" and "Have you lived in Cuyahoga County for the last 12 months?" This will affect your residency status in our system, so it's important to answer these questions as accurately as possible.

<p>Have you lived in Ohio for the last 12 months? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Do you live in Cuyahoga County?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Have you lived in Cuyahoga County for the last 12 months?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>

18. **Mailing Address:** If your mailing address is different than your home address, you will be required to enter your mailing address.
19. Click "**Save and Continue**"

DEMOGRAPHICS:

20. **Citizenship:** Select your citizenship status. If you are a citizen or permanent resident, you will be **required** to enter your social security number.

Citizenship

Select your Citizenship status: *

Citizen ▼

Social Security Number * **Verify Social Security Number ***

000-00-0000 000-00-0000

21. **Ethnicity:** Continue by answering ethnicity questions.

22. Click **“Save and Continue”**

PLANS:

23. **Academic Plans:** As you can see, some of your information pre-populated based on your Create Account form.

Example:

Academic Plans

Academic Program * Student Type
Definitions of Student Types

Human Services - AAS Degree ▼ Transfer Student with prior coll ▼

Entry Term * **Campus of Interest ***

Fall 2018 ▼ Western (Parma) ▼

24. **College Plans:** Answer whether or not you are planning to file for financial aid and scholarships, and whether you are a first generation college student:

College Plans

Are you interested in applying for Financial Aid or Scholarships?

Yes No

Did either of your parents earn an associates degree or higher?

Yes No

25. Click **“Save and Continue”**

WRITING & SIGNATURE:

26. **Criminal History:** Answer the 3 questions relating to criminal history.
27. **Certification:** Answer the 3 questions that certify that you provided accurate information, that you understand your application will be reviewed, and that your middle school and high school are able to release information to Cuyahoga Community College.
28. **Signature:** Enter your full first and last name. The signature date will automatically populate.

Certification

Do you certify the following? * I certify that the information provided on this application is accurate, complete and subject to verification.

Yes No

Do you certify the following? * I understand that all required application information will be evaluated prior to admission.

Yes No

Do you certify the following? * I authorize each high school, college or university I have attended to release my academic information to Cuyahoga Community College.

Yes No

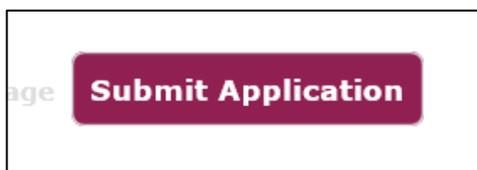
All communication will be sent to you via the email address provided on your application.

Signature *
Full First and Last Name

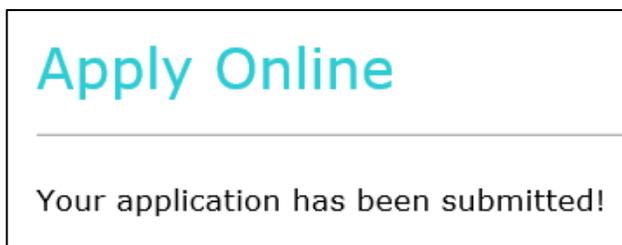
x

Signature Date *
9/22/2017

29. Click “**Submit Application**”



You will see the following screen if you submitted your application correctly:



It can take 5-7 days to process an online application. Once your application is processed, you will receive an email that will include your Student ID number and next steps. Congratulations!