Steps to Completing Your Enrichment Application

Step 1
 	
Online Application
	• *Fill out the Online Application for SCCCD to get your community college ID number. You must select "**Enrichment/Dual Enrollment**" under "**Term Applying For**" in the application.*
	Click here for a video on CCCApply Account Recovery
	Click here for a video about submitting an SCCCD Enrichment Application
	    • Be sure to use your personal email
	    • The term should be <mark>Summer/Fall 2025 High School Enrichment</mark>
	    • Your education status is "In High School and College at the same time"

Step 2
 	
Paper Application
	• Once you have received your SCCCD ID number (this could take 48 hours), **YOU** will fill out the Enrichment Application for whatever campus you want to take classes at:
	
	    Clovis Community (paper application, pick up today)
	    Clovis Community
	    Fresno City
	    Reedley College
	    Click here for a video on looking up your SCCCD ID#

Step 3
 	
Choosing Classes
	• Decide what classes to take by searching "Transferable Courses" on assist.org. If you don't know where to start, begin in Area 3 (Art) or 4 (Social Sciences) of the General Education categories.
	• You can find the dates/times/location courses will be offered through using the Guest Access on WebAdvisor. Click webadvisor, guest services, and search for classes.
	• Please refer to the IGETC (Intersegmental General Education Transfer Curriculum) and CSU General Education certification verifies that a student has completed all lower division general education requirements for the UC or CSU. The IGETC can be used for UC and CSU. The CSU Certification is for CSU only.
	    ○ IGETC Clovis Community
	    ○ IGETC Fresno City
	Click here for a video on using Guest Access to search for courses.

Step 4 Review and Sign	• Students and Parents/Guardians review and sign the Clovis High Enrichment Contract and submit your enrichment packet to your counselor. (Counselors will need this form before signing off your enrichment application) • Bring your completed packet to the counseling center to be reviewed and signed. Classes should be filled out before turning in your packet. Once you have turned in your application packet, please allow a processing time of 48 hours for counselors to review, sign, attach your transcript, and email you a copy.
Step 5 Submitting to the College	• Once you have received the scanned copy from your counselor, **YOU** are responsible for sending in your application from your **personal email.** The college will contact you to let you know if you got into the class, or if the class was full and you need to choose another class. **YOU** are responsible for following up with the Community College if you have any questions.

You can access the live links on this document by visiting https://chs.cusd.com/EarningCollegeCreditinHighSchool.aspx and viewing our PowerPoint presentation that was created just for you! We expect students to read through the instructions very carefully before seeking assistance from their High School Counselor. Counselors can assist, but encourage students to be self-sufficient and self-motivated to complete the packet on their own, as they would do so in a true college setting.