HOW TO APPLY TO MOORPARK COLLEGE

For High School Students in Articulated Classes

INSTRUCTIONS (READ THIS CAREFULLY!)

You must apply to Moorpark College and receive a college ID number in order to receive credit for a high school articulated class. You college ID number is a nine digit number that begins with "900" and is commonly referred to as a "900 Number"

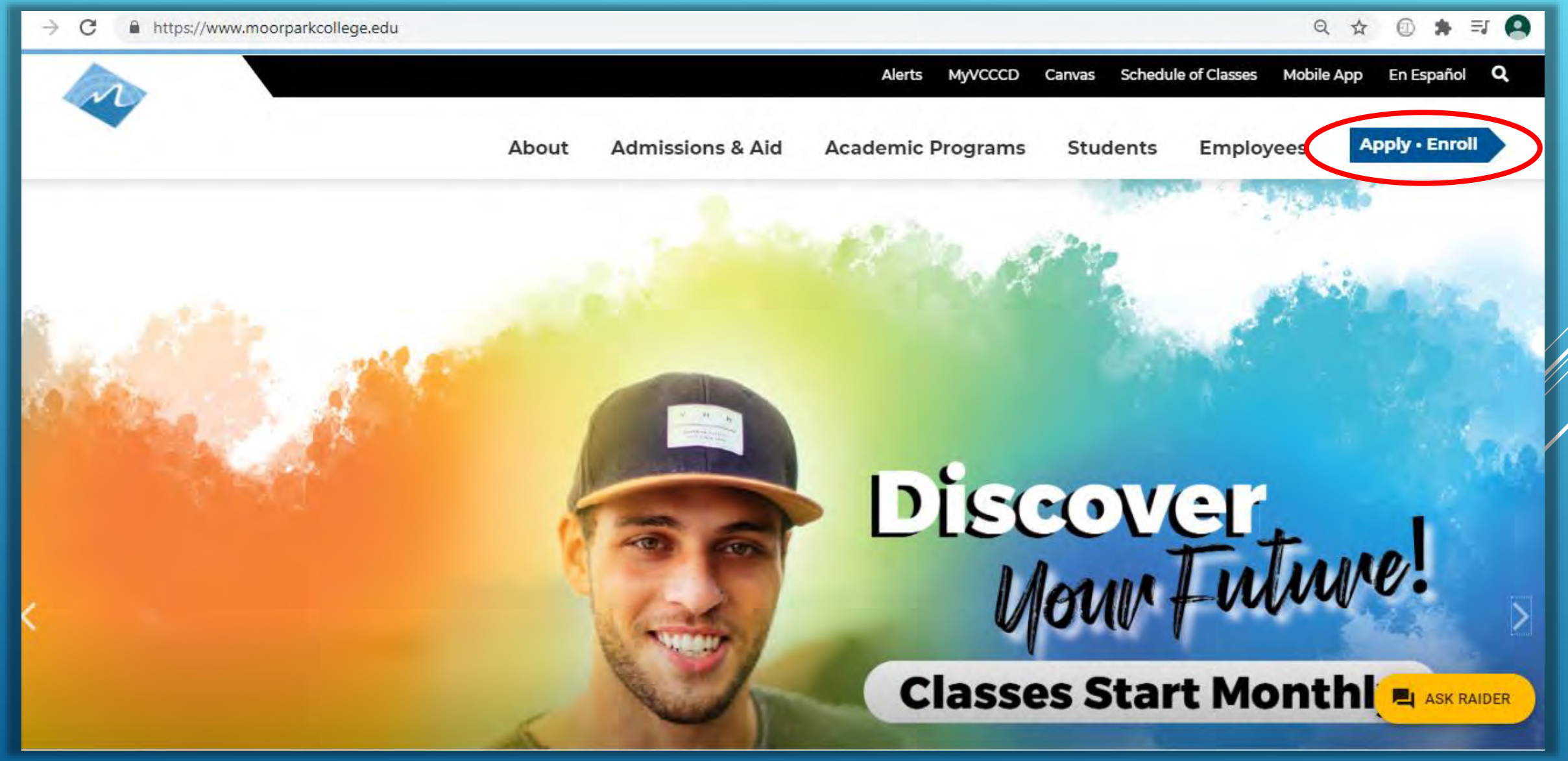
1. Use these directions and accompanying screen shots to apply for Moorpark College
2. Be careful to select *only* the options which are shown

Tips:

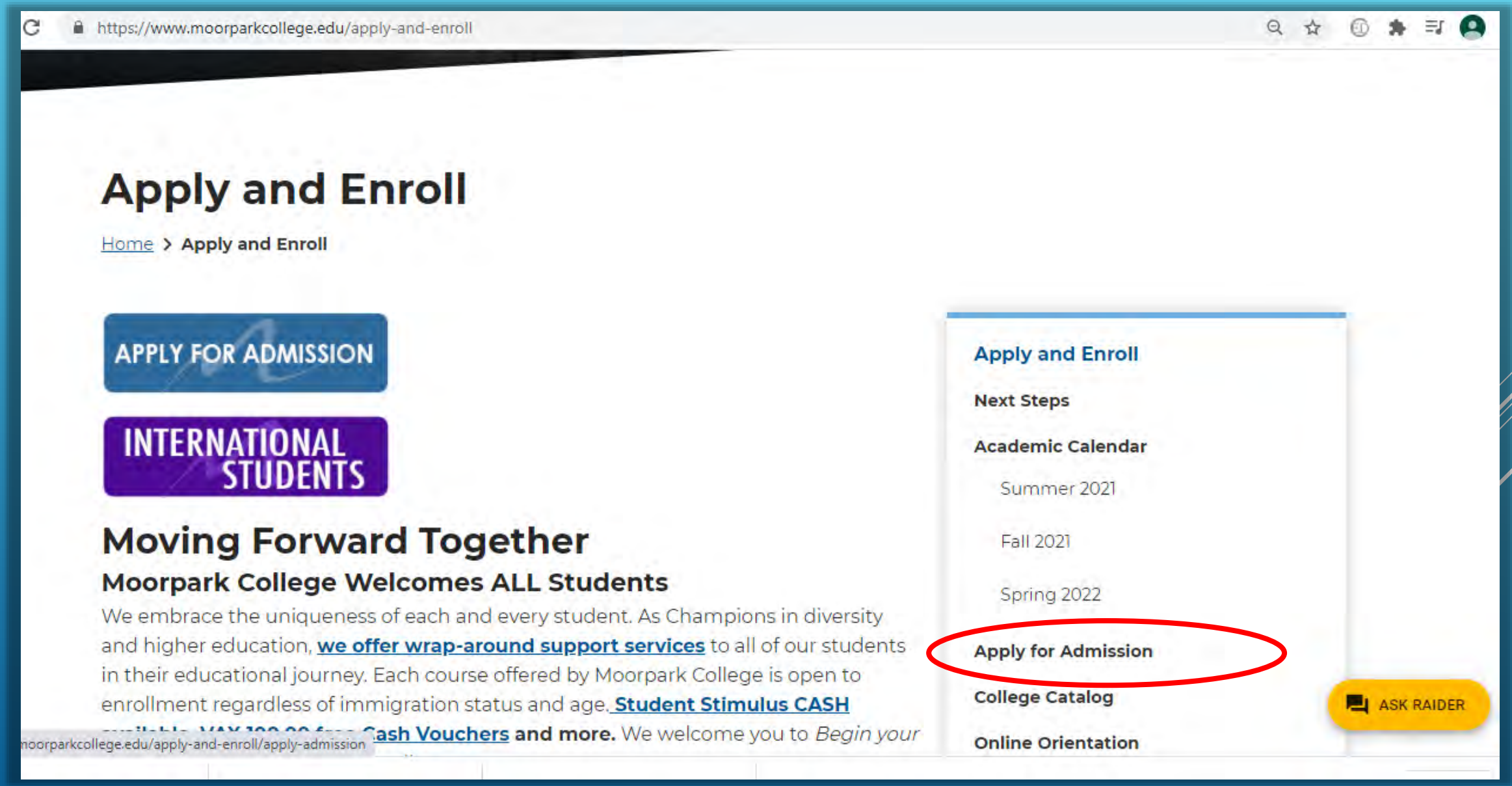
- Google Chrome is the recommended internet browser. Some internet browsers may work better than others for the application.
- Remember: All students are welcome to attend Moorpark College, regardless of immigration status or documentation! Additionally, you are not required to have or to provide a Social Security Number!

For questions or problems concerning the application or these instructions, contact Trevor Hess, Moorpark College Counselor, at (805)553-4767, or thess@vcccd.edu

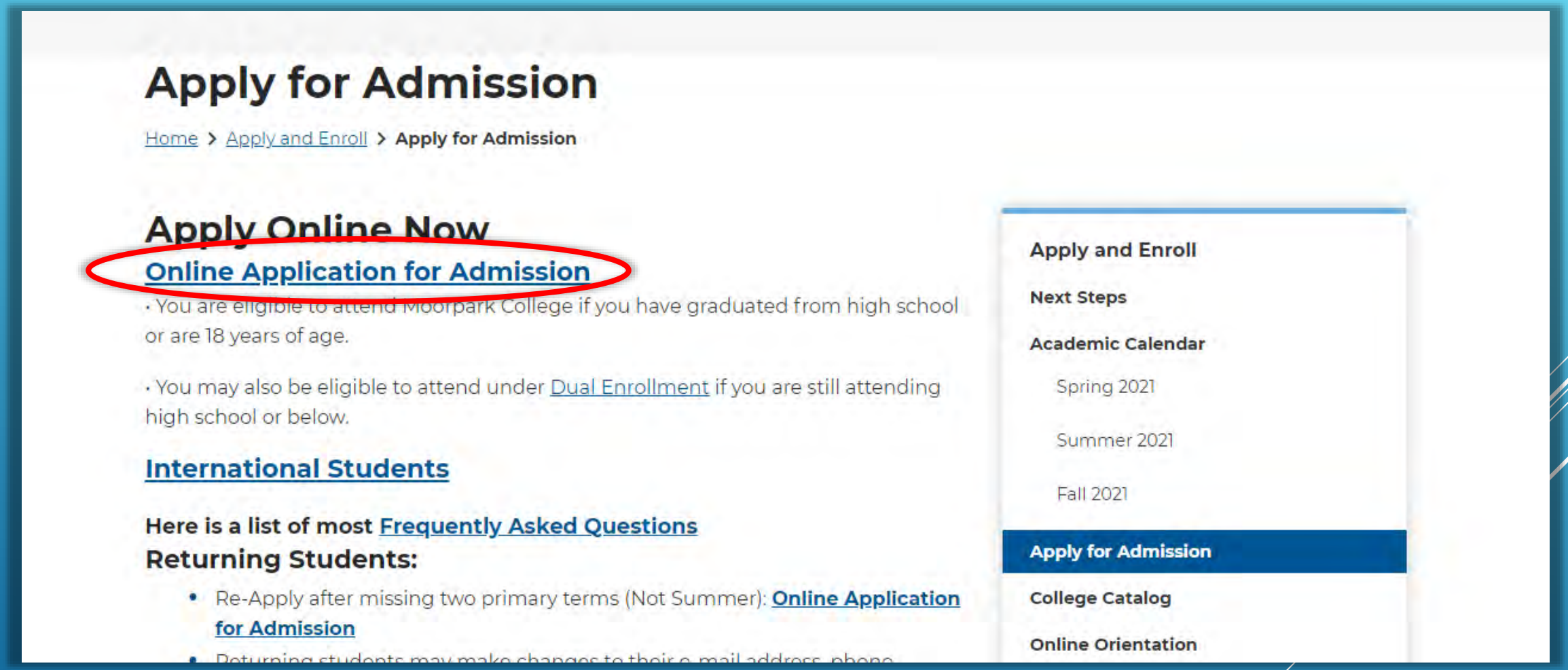
1. Go to www.moorparkcollege.edu and click “APPLY AND ENROLL”



2. From the drop down menu, click “Apply for Admission”

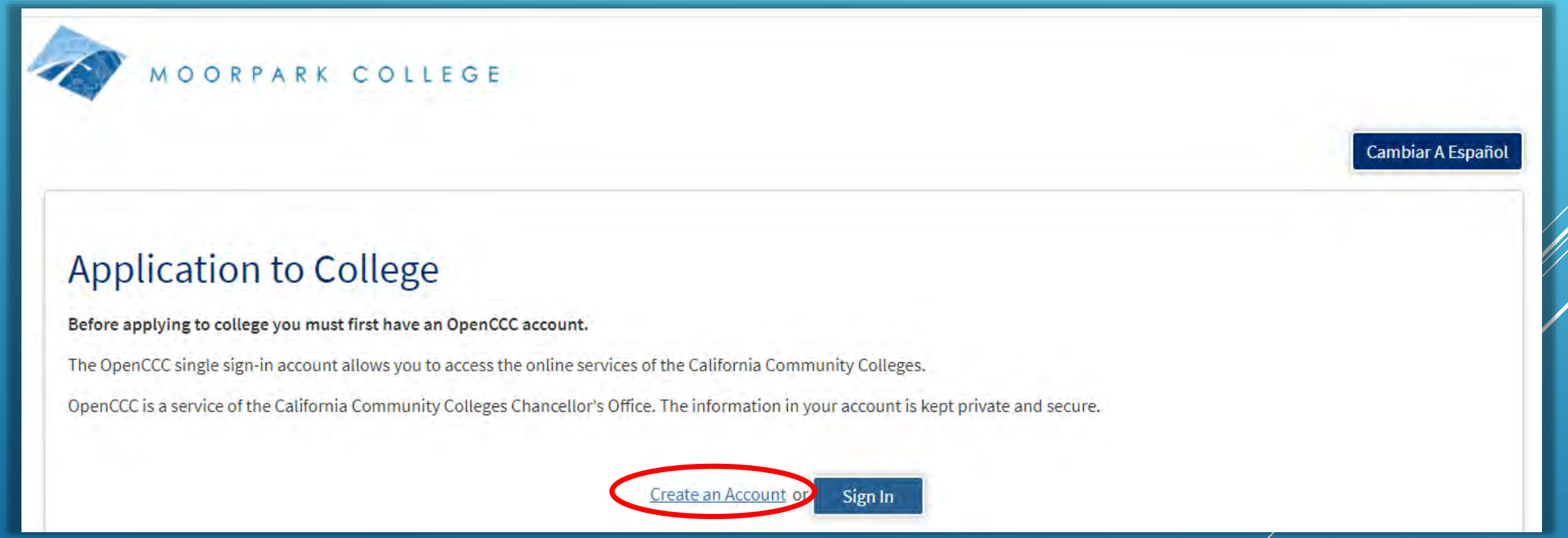


3. Click “Online Application for Admission”

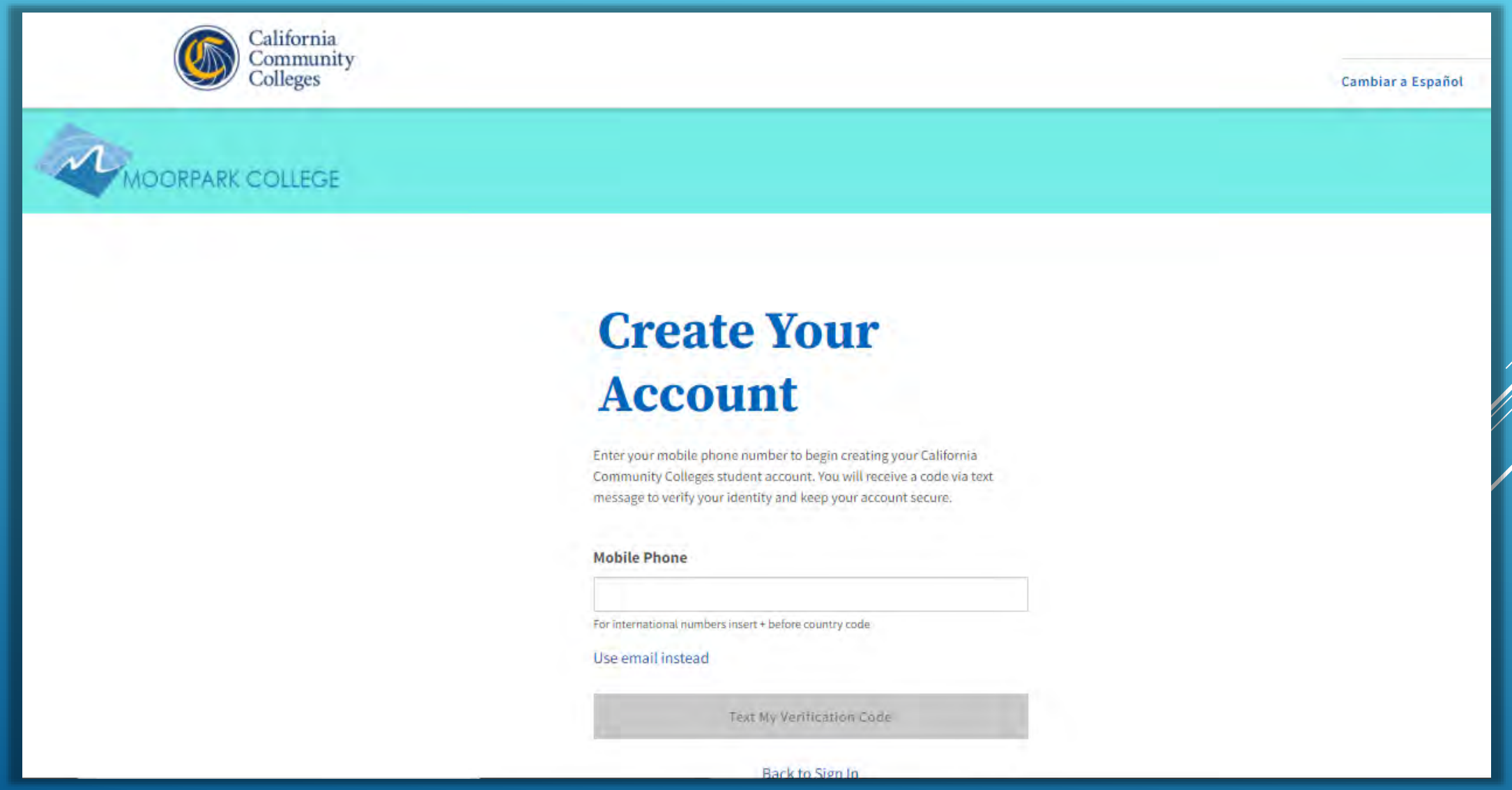


4. Click "Create an Account."

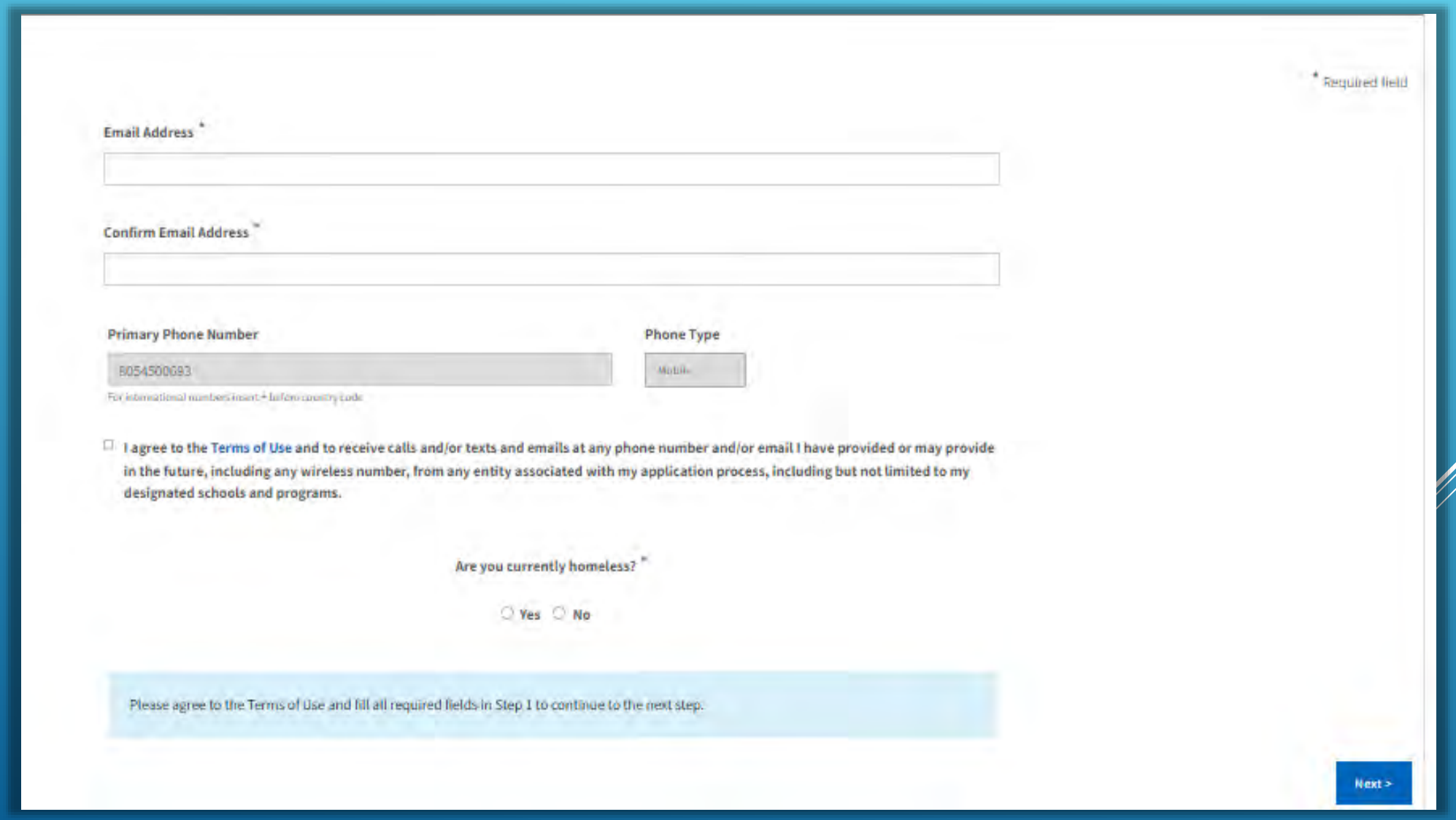
Note: If you have previously applied to Moorpark College, click "Sign In" in order to access your account, then after signing in, skip to Step 13 of these instructions)



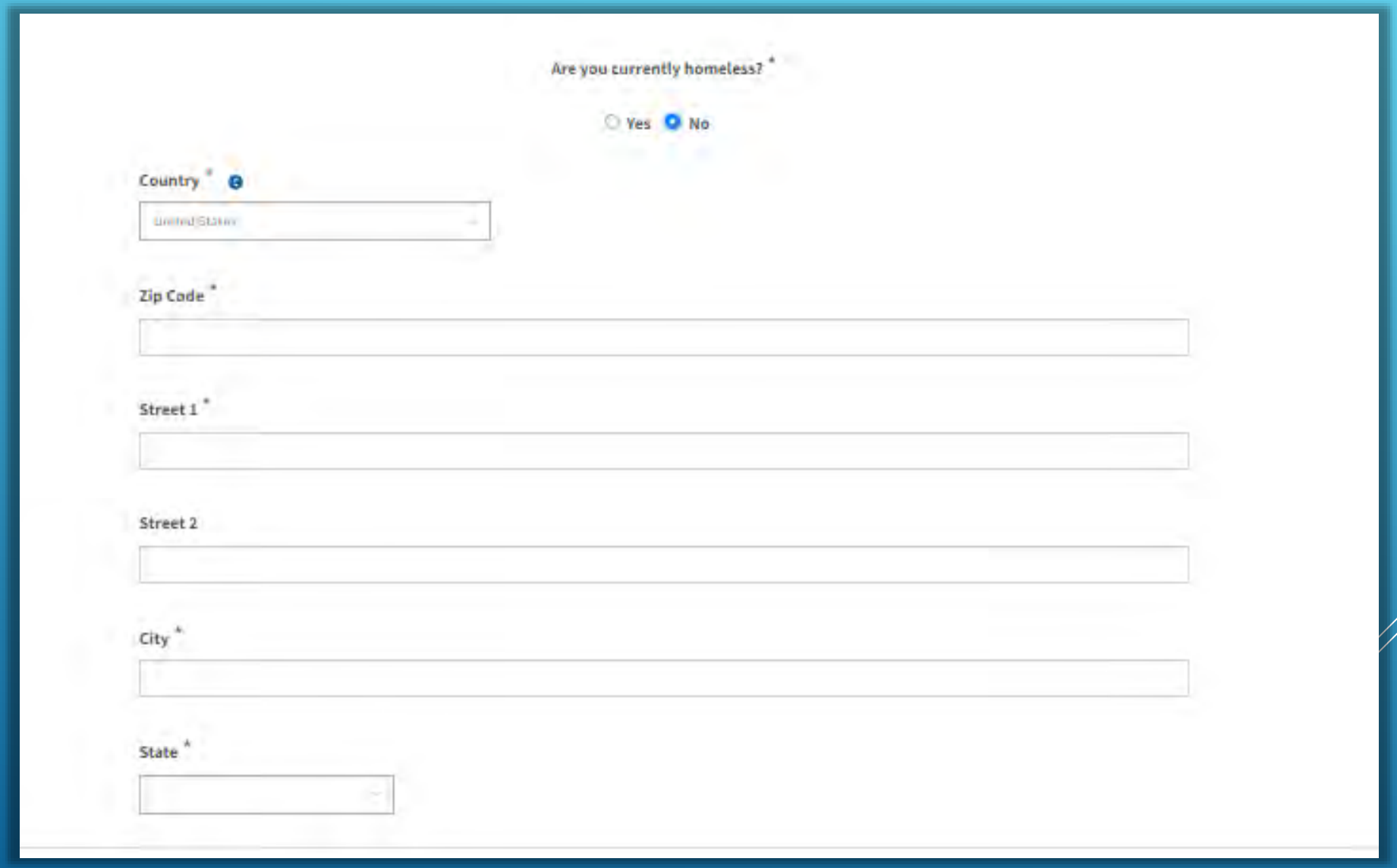
5. Enter your mobile phone number to begin creating your account, OR, click "Use email instead" to use an email address. Once you have provided a mobile number or email address you will be asked to verify your identity before proceeding to create your account



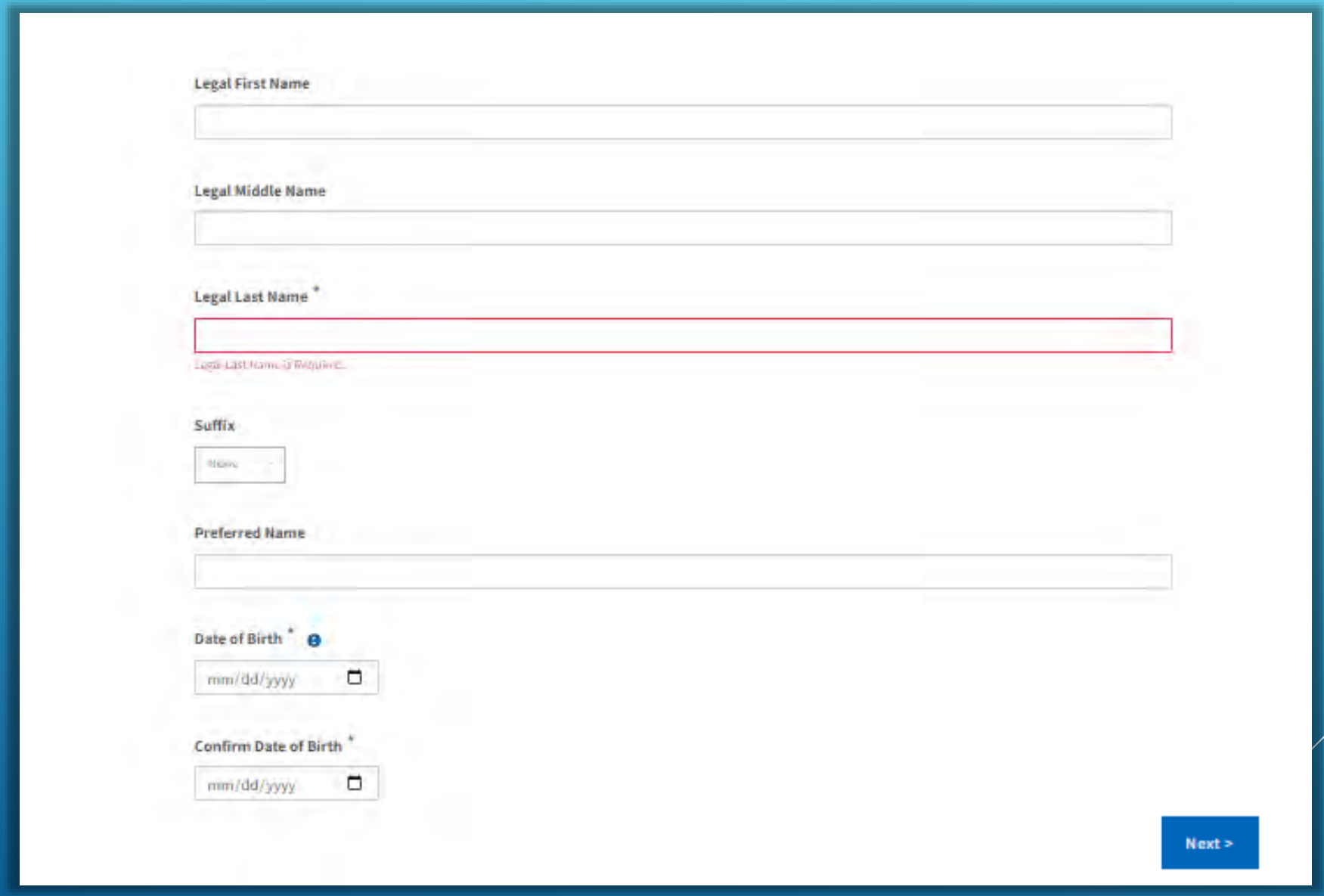
6. Enter your email address two times, then
   - Enter a phone number
   - Check the box to agree to the Terms of Use
   - Answer the question about whether you are homeless, and click Next



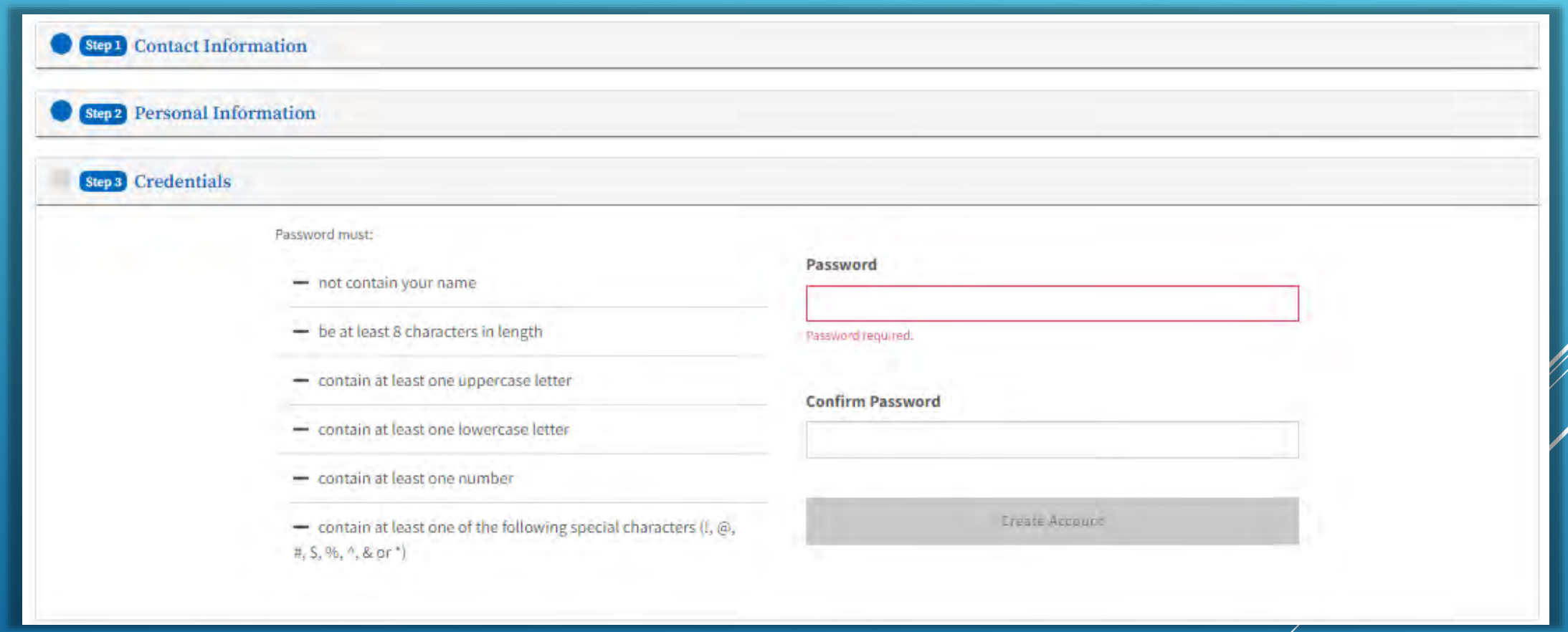
7. Enter your address (where you live or where you get mail)



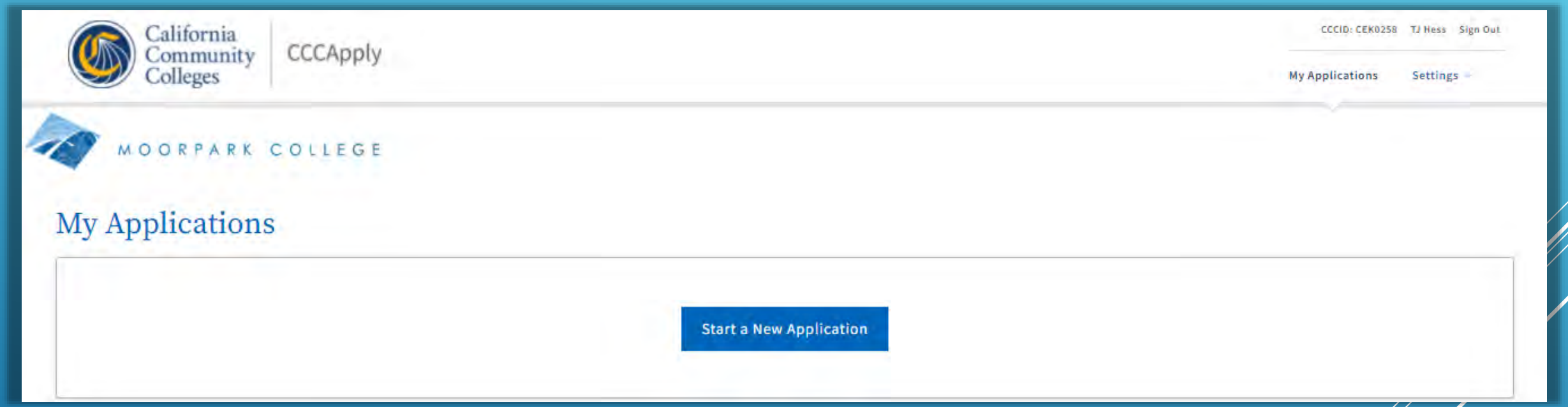
8. Enter your full name. If you have a suffix **(such as "Jr."), select it from the drop down list.** Enter your preferred name, and select your Date of Birth two times. Then click Next



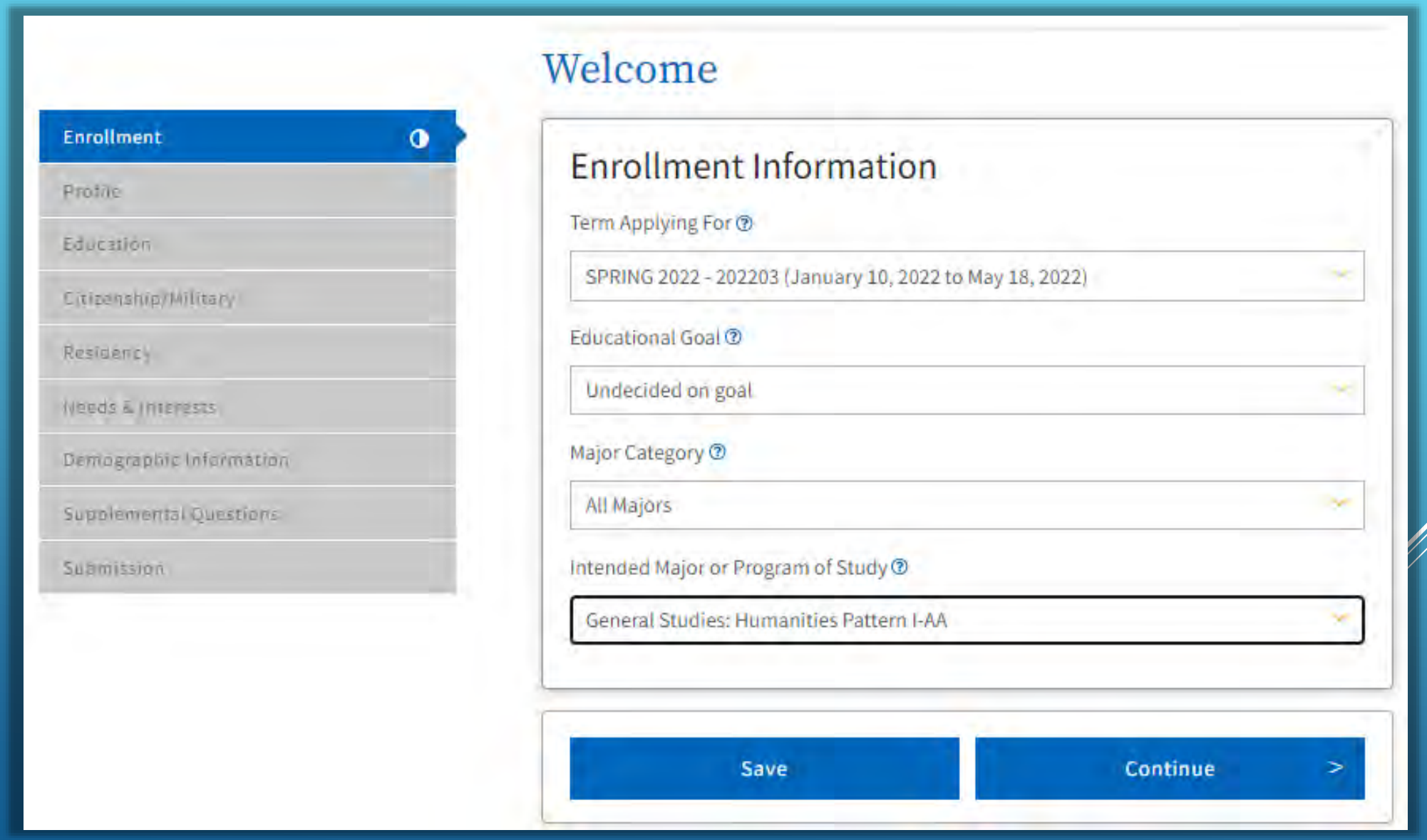
9. Create a password for you application account, using the guidelines on the left side of the screen. Then click Create Account



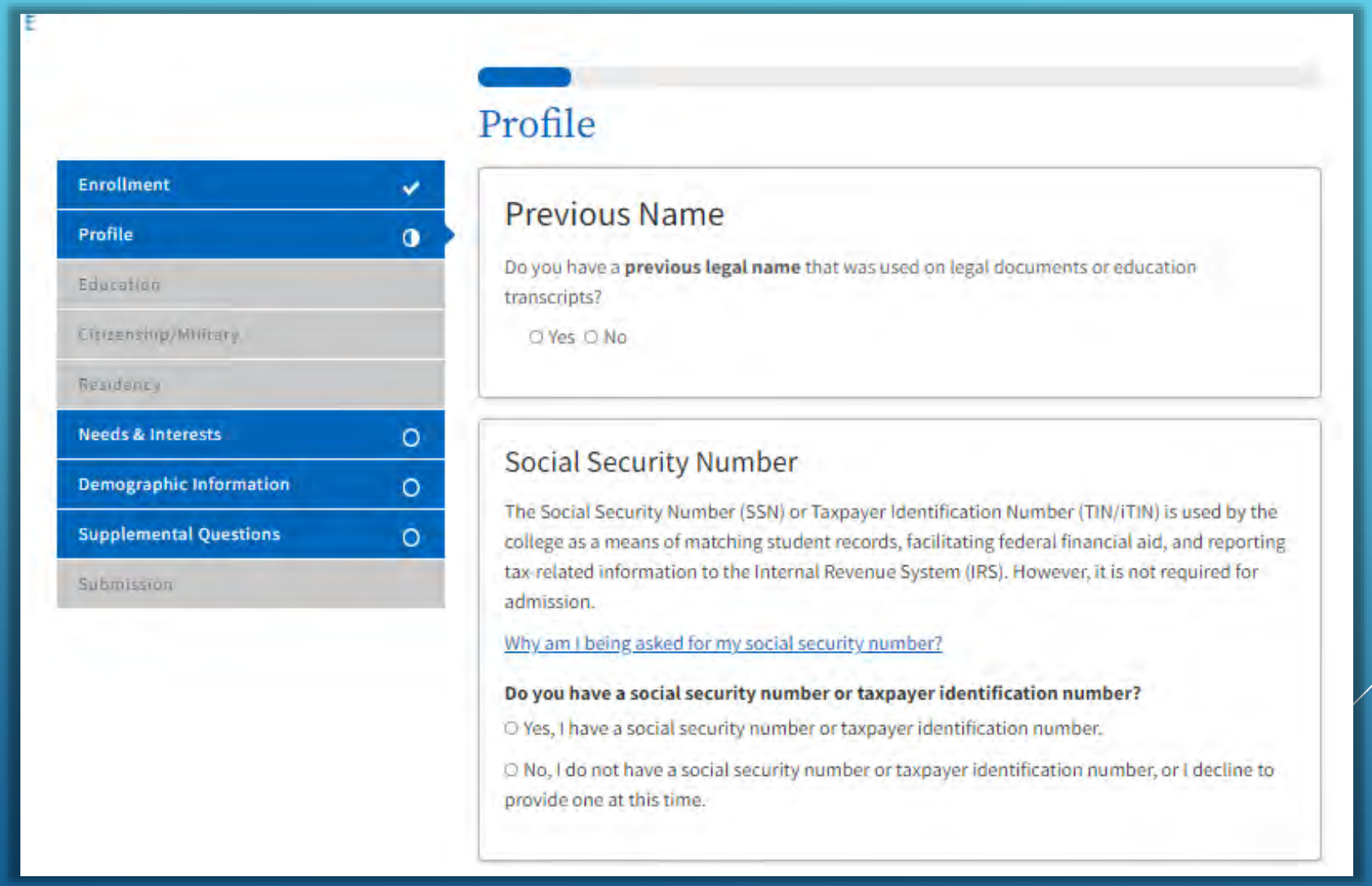
10. Click “Start a New Application”



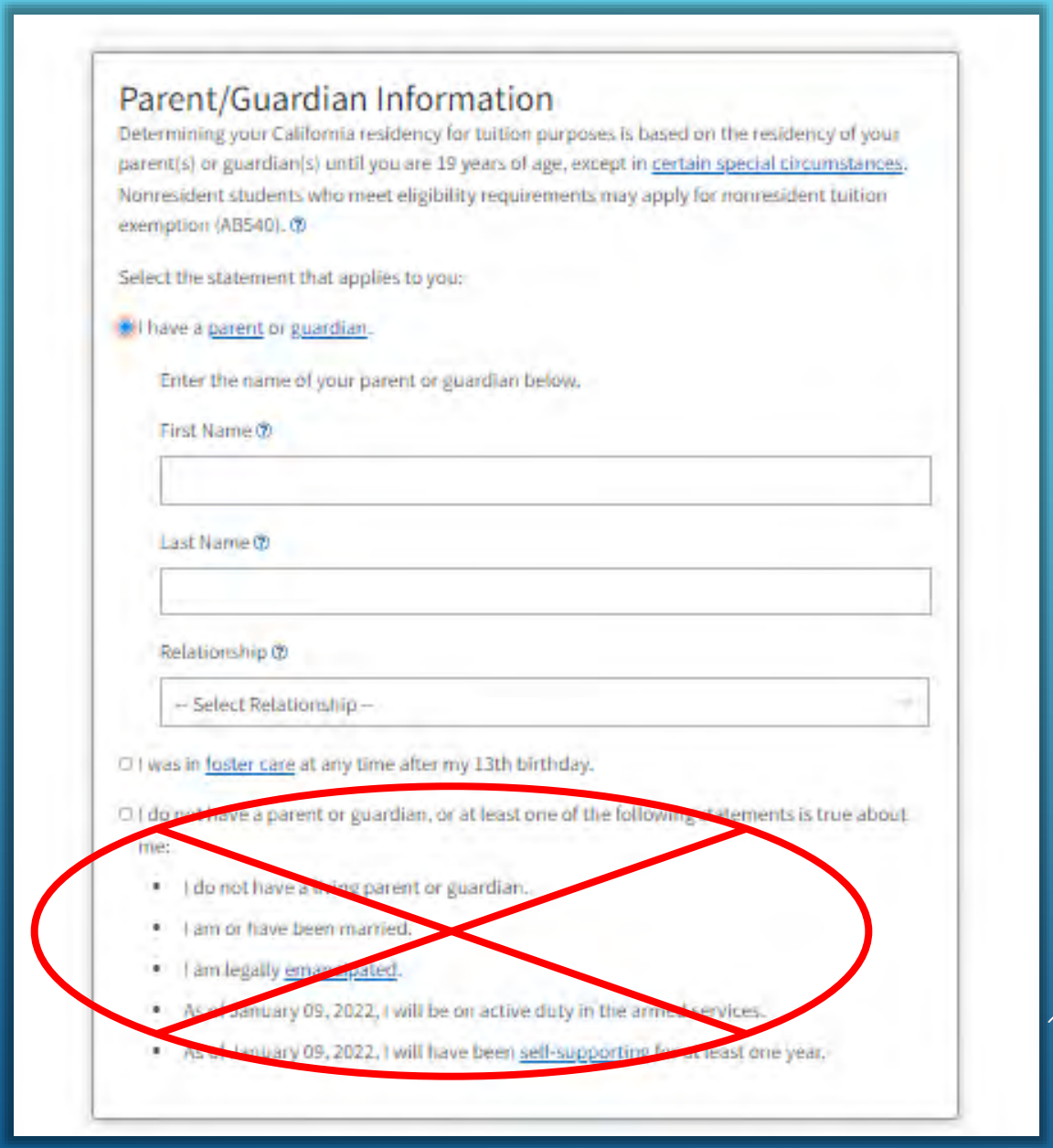
11. Select the options showing below in the four drop down menus, then click Continue



12. Answer Yes or No to the question about "Previous Name." For Social Security Number (SSN), remember that you are <u>not</u> required to have a SSN and you are <u>not</u> required to provide one.



13. Enter the information requested for your Parent/Guardian. Do not select the options below that unless they apply to you.



Parent/Guardian Information

Determining your California residency for tuition purposes is based on the residency of your parent(s) or guardian(s) until you are 19 years of age, except in certain special circumstances. Nonresident students who meet eligibility requirements may apply for nonresident tuition exemption (AB540).

Select the statement that applies to you:

- (•) I have a parent or guardian.

  Enter the name of your parent or guardian below.

  First Name

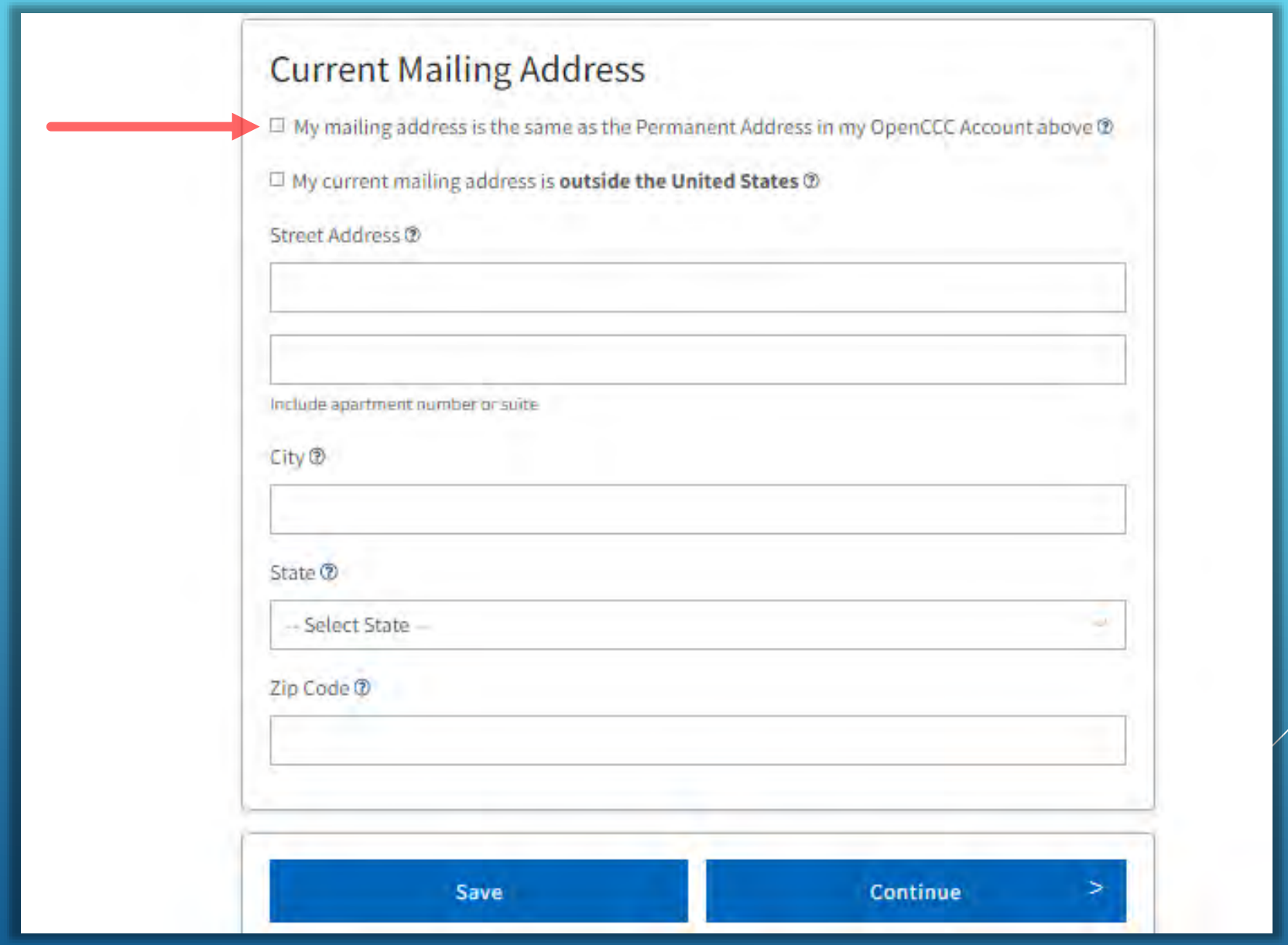
  Last Name

  Relationship

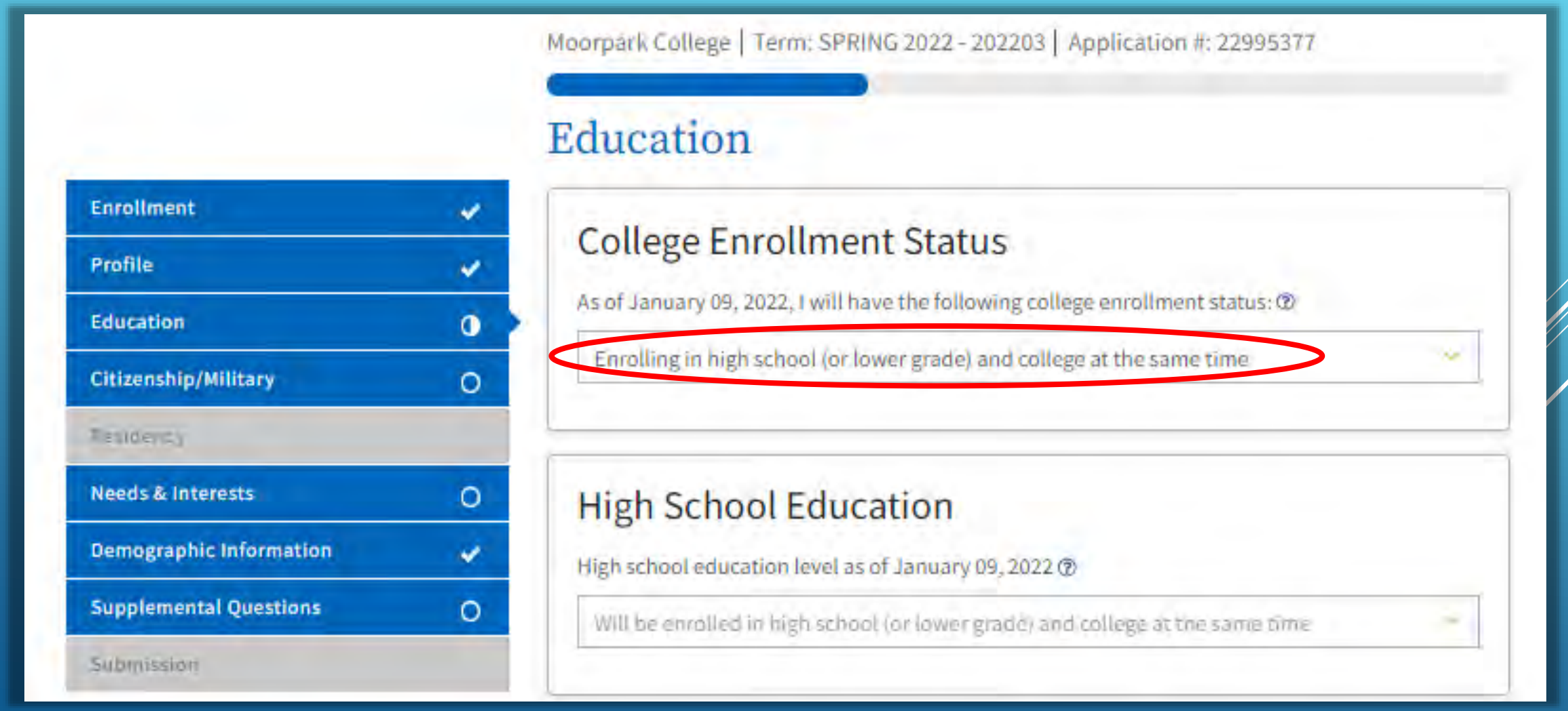
  -- Select Relationship --

- ( ) I was in foster care at any time after my 13th birthday.
- ( ) I do not have a parent or guardian, or at least one of the following statements is true about me:
  - I do not have a living parent or guardian.
  - I am or have been married.
  - I am legally emancipated.
  - As of January 09, 2022, I will be on active duty in the armed services.
  - As of January 09, 2022, I will have been self-supporting for at least one year.

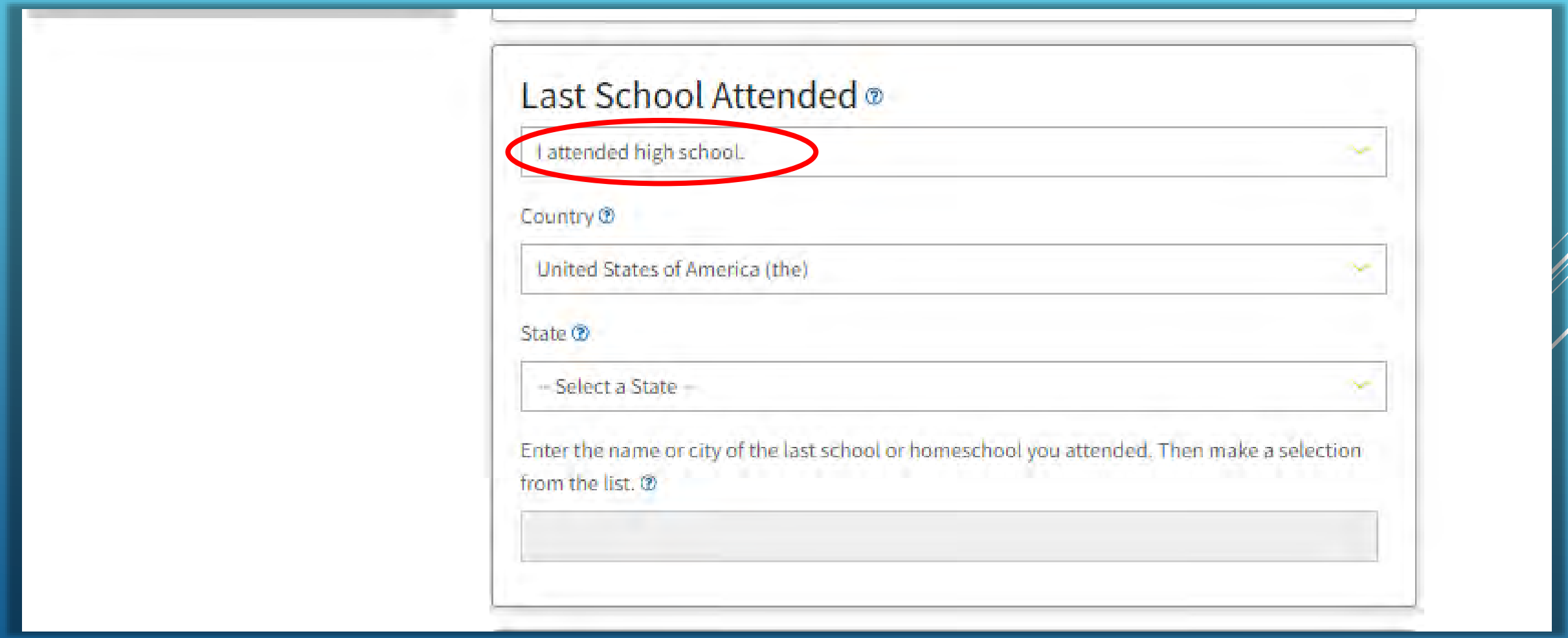
14. Under Current Mailing Address, check the box marked below, and click Continue



15. For College Enrollment Status, select "Enrolling in high school or lower grade and college at the same time"

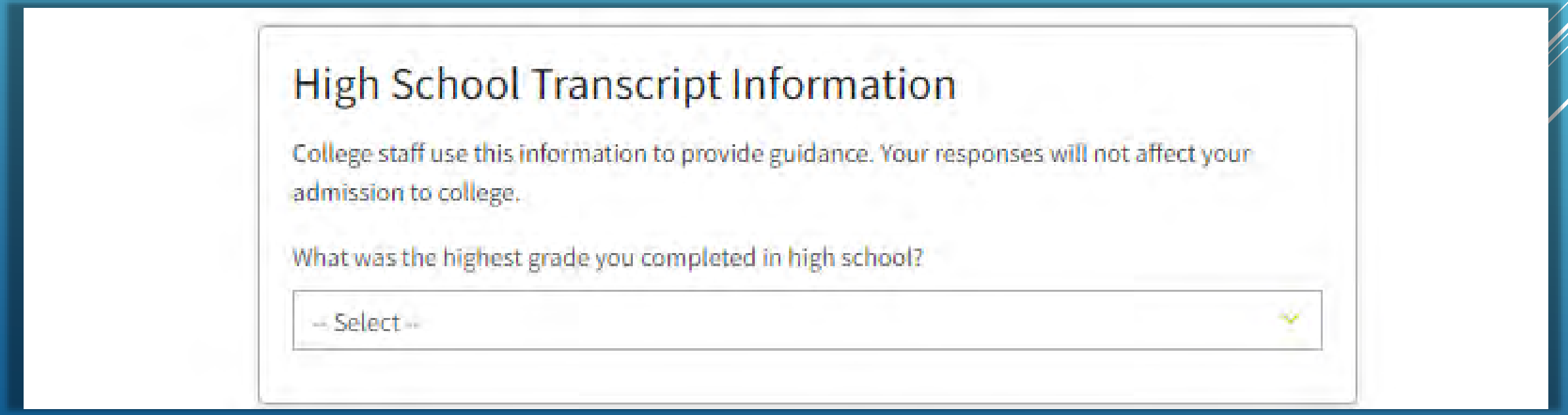


16. Under Last High School Attended, select "I attended high school," then select your country (United States of America), your state (California), and type the name of your high school in the gray box, and select it when it appears.

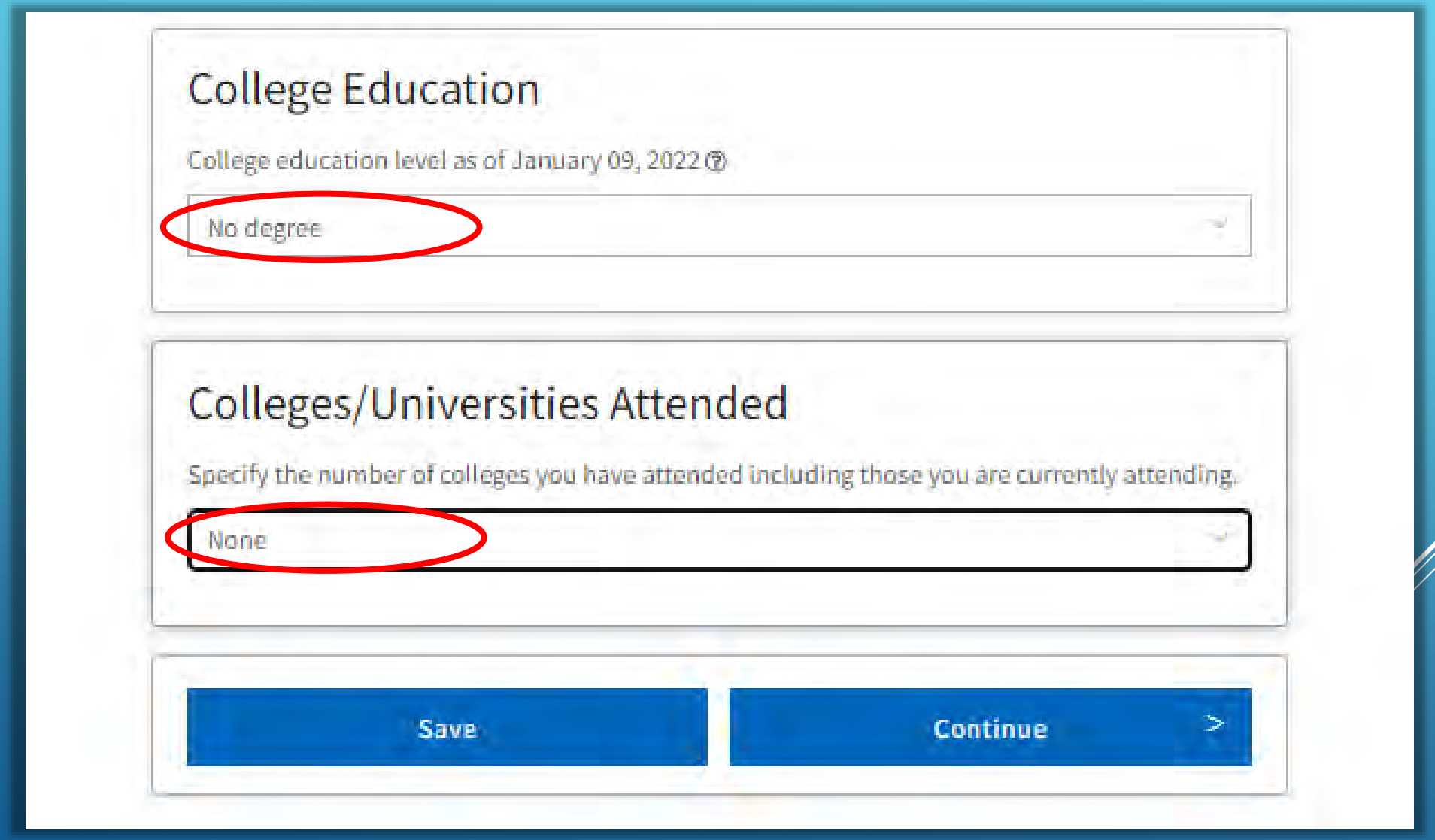


17. Under High School Transcript Information, provide the following information:

- The highest grade you completed in high school (not the grade you are currently in)
- Your GPA at the time you completed that grades
- The highest English course you have completed in high school, and the grade you received
- The highest Math course you have completed in high school, and the grade you received

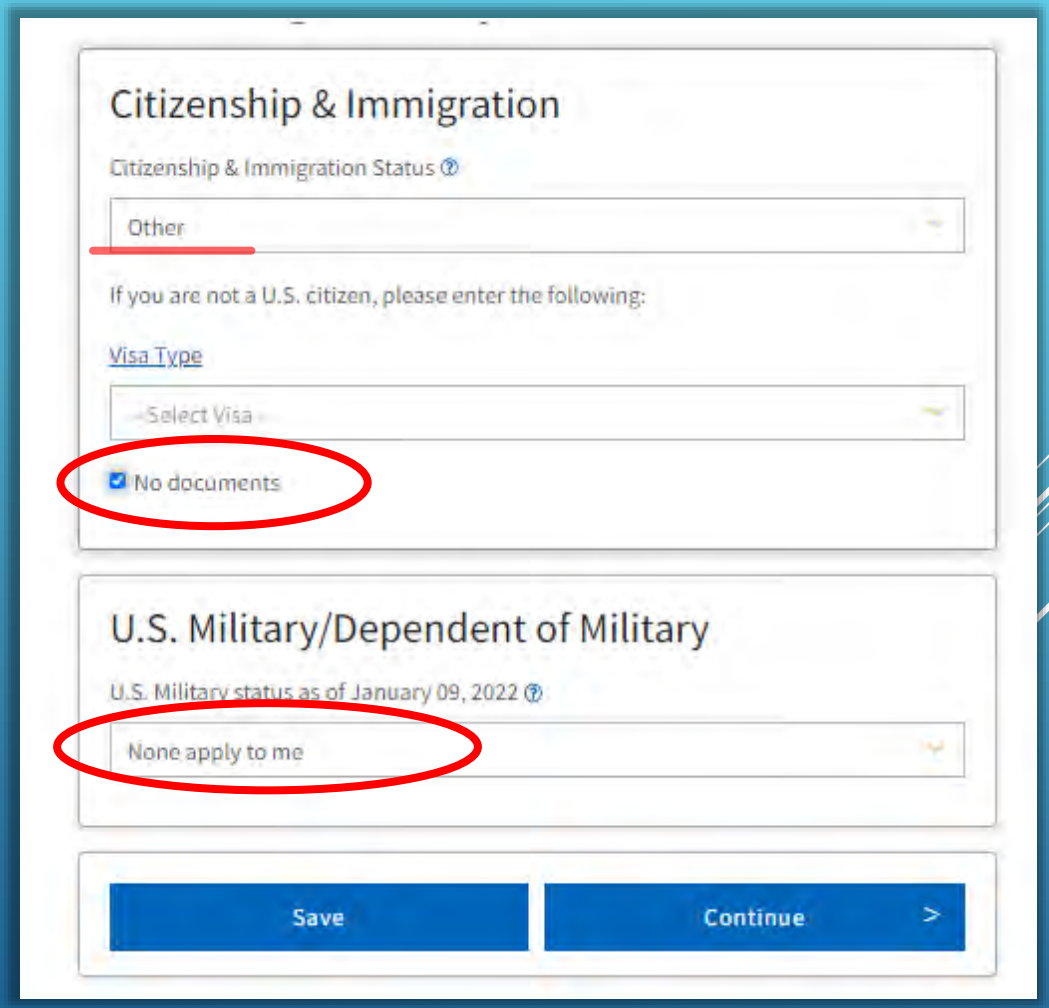


18. Under College Education, select “No Degree.” Under College/Universities Attended, select “None.” Then click Continue

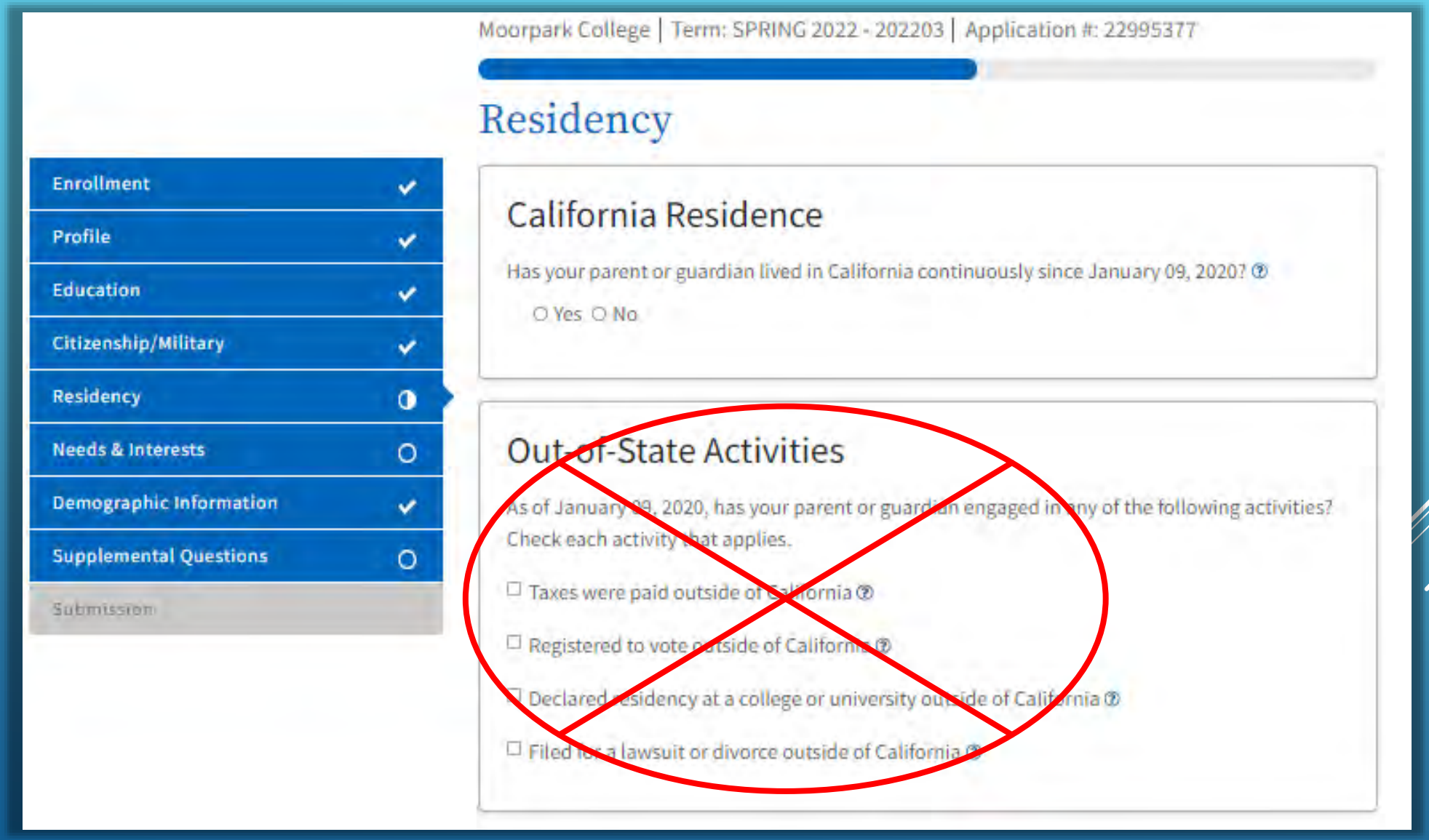


19. For Citizenship & Immigration, you may select "US Citizen" (see below left), or select "Other" and check the box for No Documents. Remember: citizenship is not required! For Military, select "None apply to me." Click Continue.

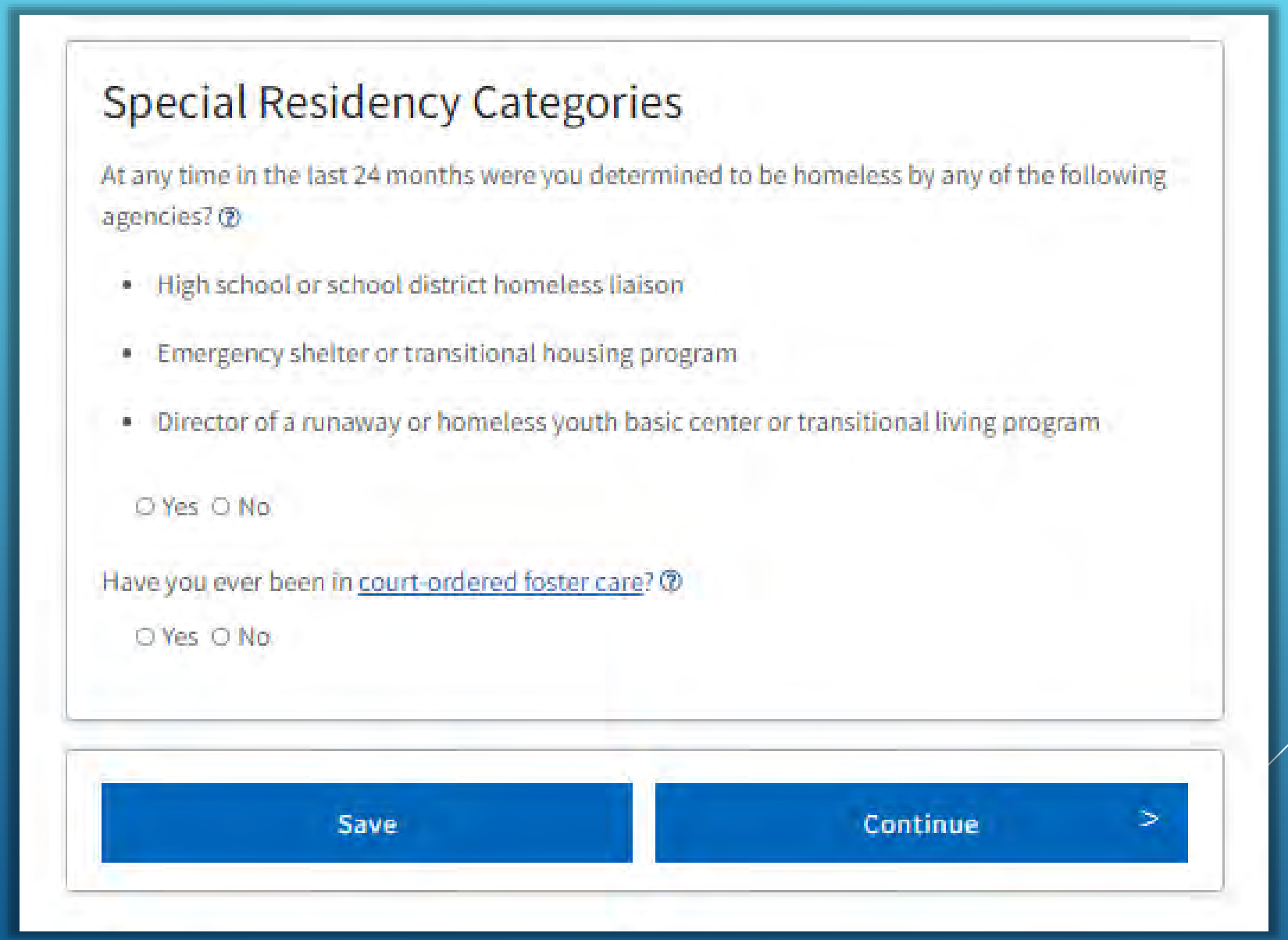
OR



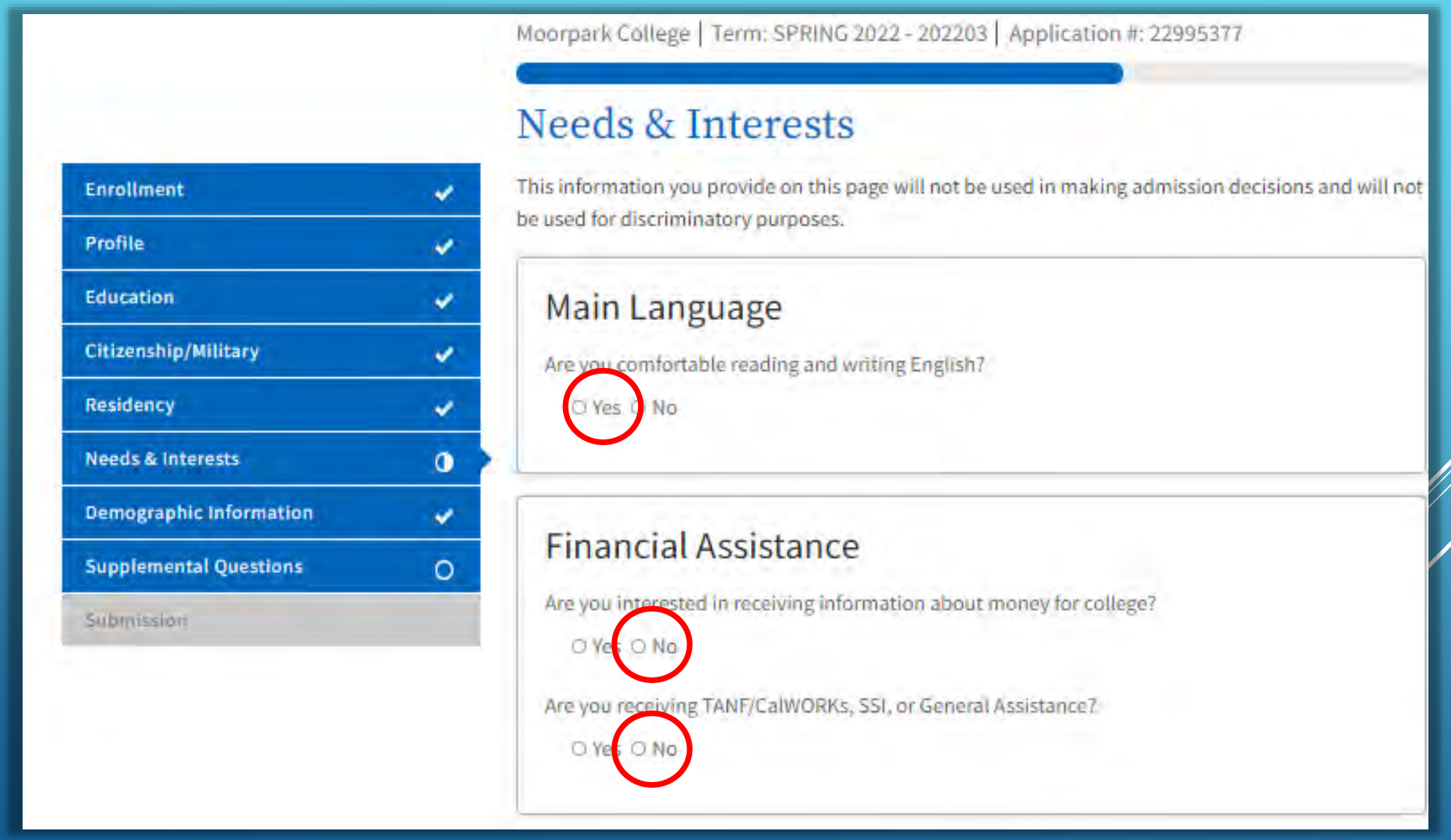
20. Answer the California Residence question according to your situation, but leave all Out-of-State Activities unchecked.



21. Answer the Special Residency Categories according to your situation, then click Continue

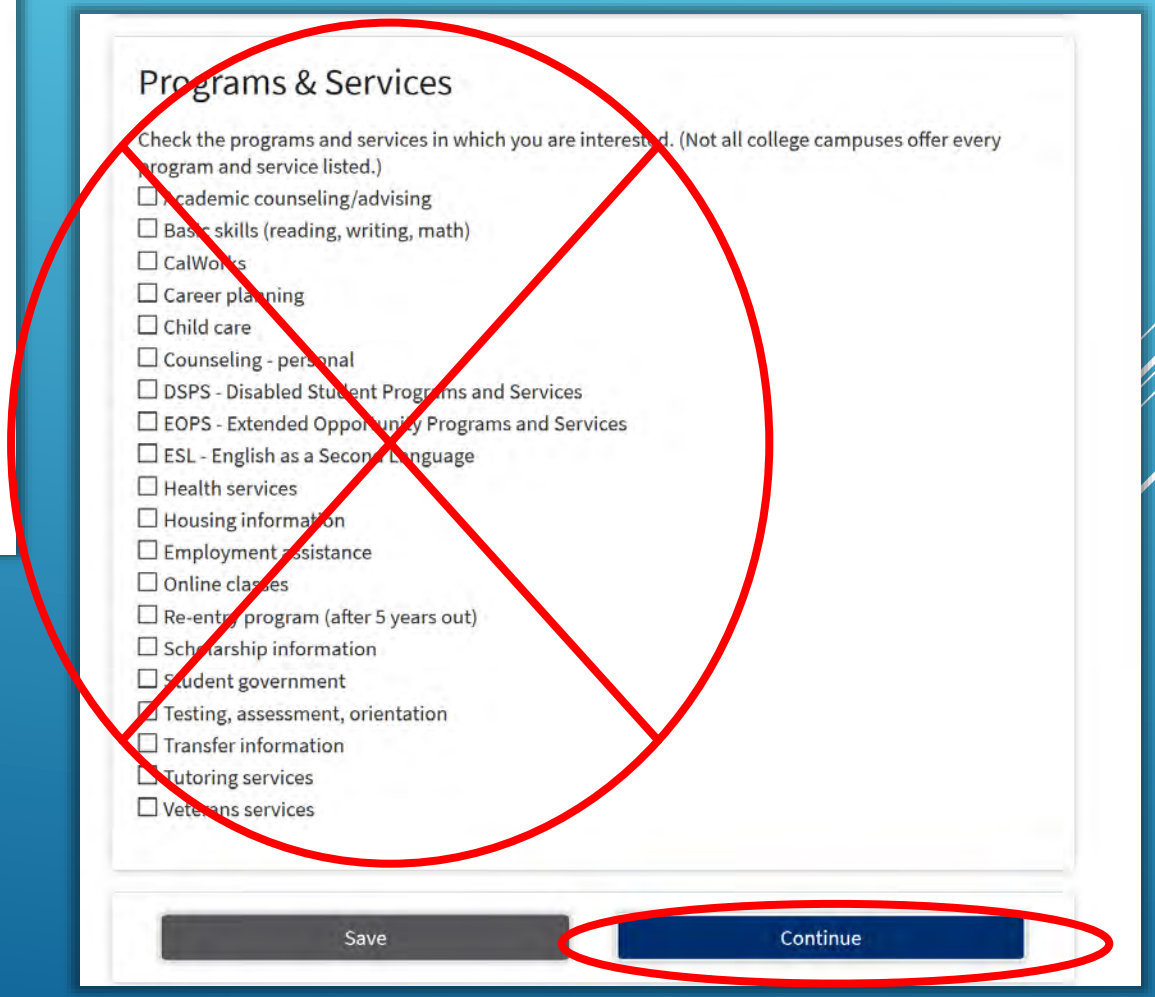


22. Answer "Yes" to the Main Language question. Answer "No" to both Financial Assistance Questions (Articulated classes are free, and no financial aid is needed or offered for them)

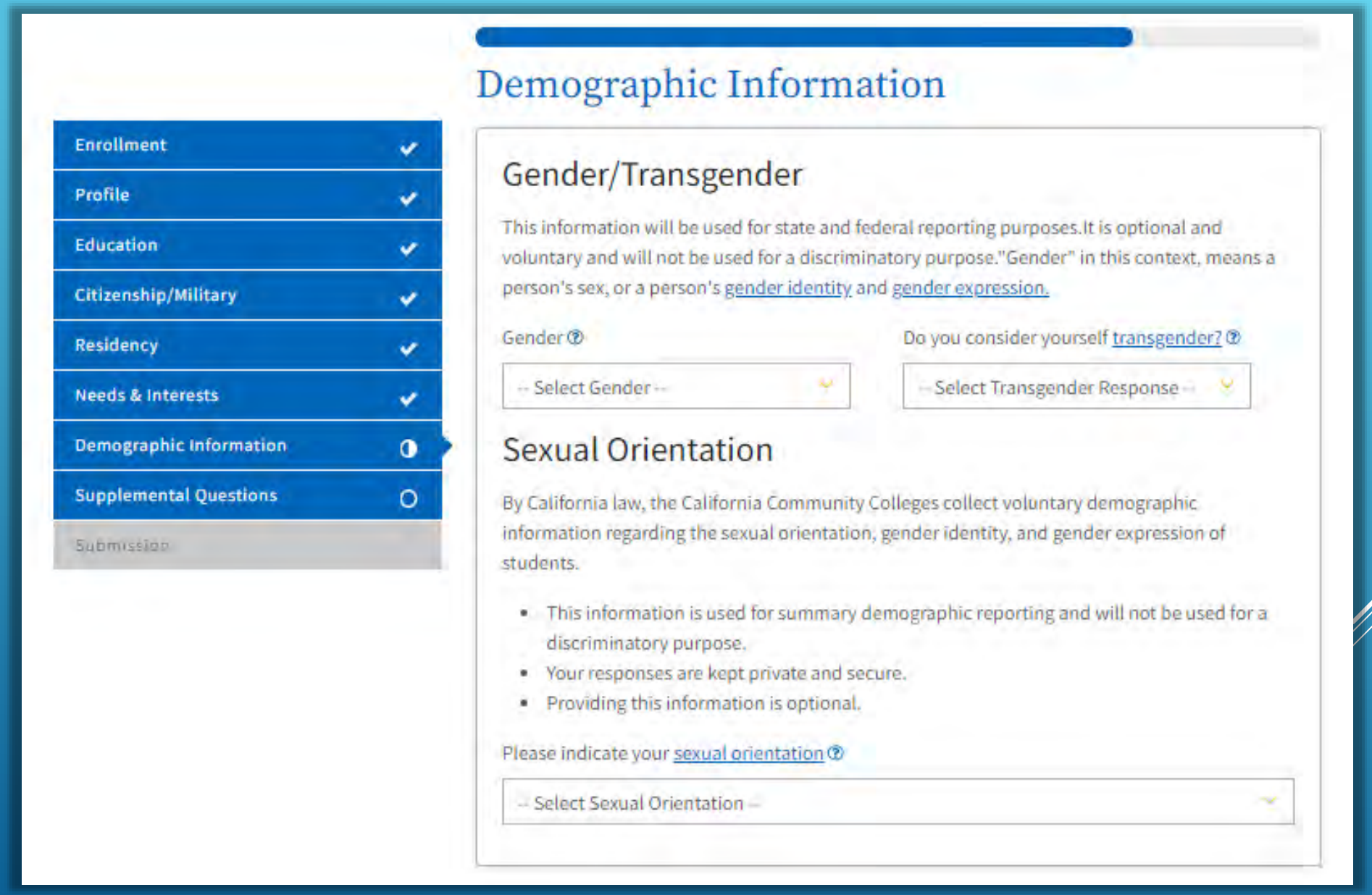


23. For Athletic Interest, select "No, I am not interested in participating in a sport…" (This option can be changed if you attend Moorpark College *after* high school.)

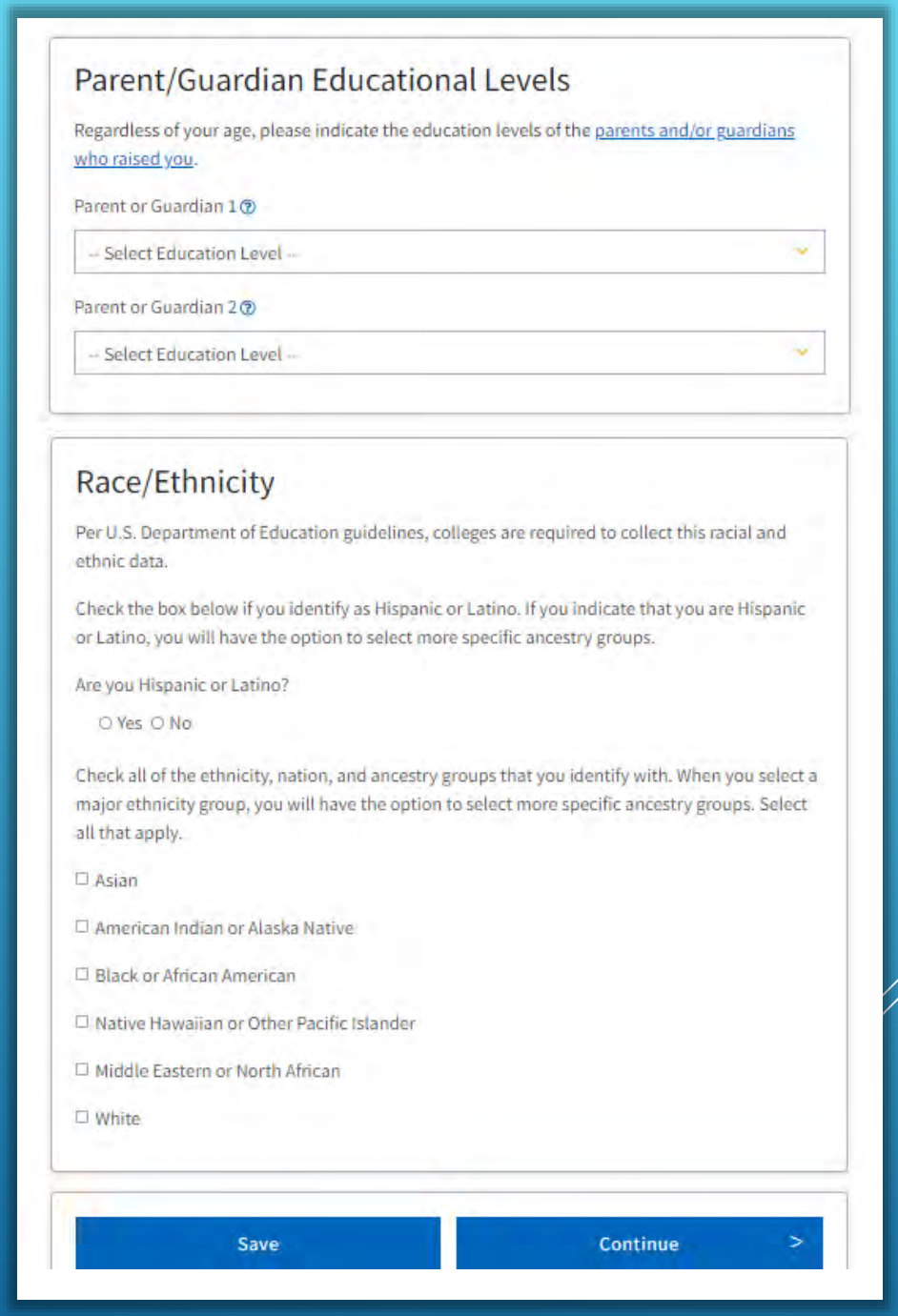
24. Do not select any Programs & Services, as these do not apply to students in high school articulated **classes. Click "Continue."**



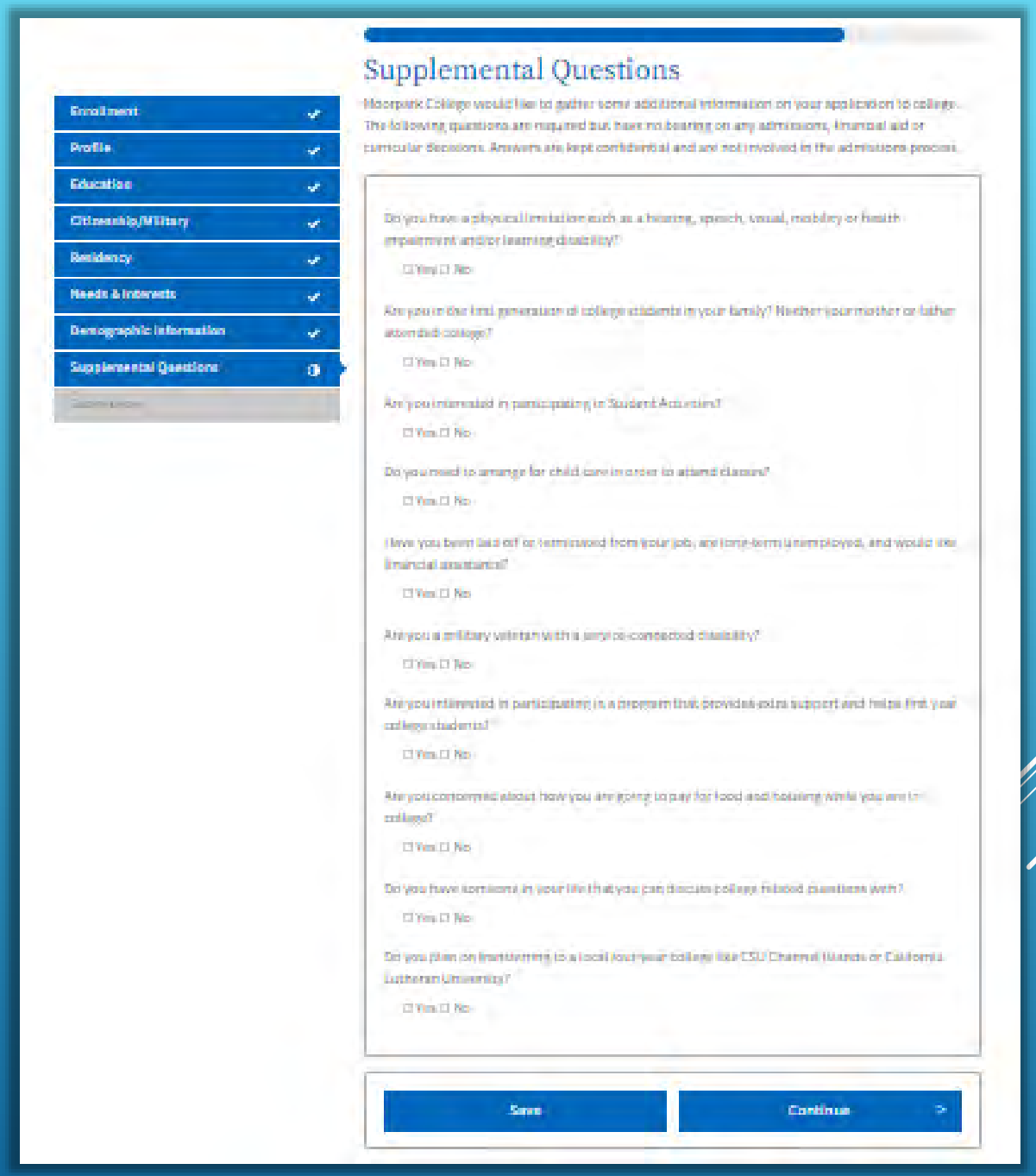
25. Complete the Demographic Information if you wish– it is optional and voluntary.



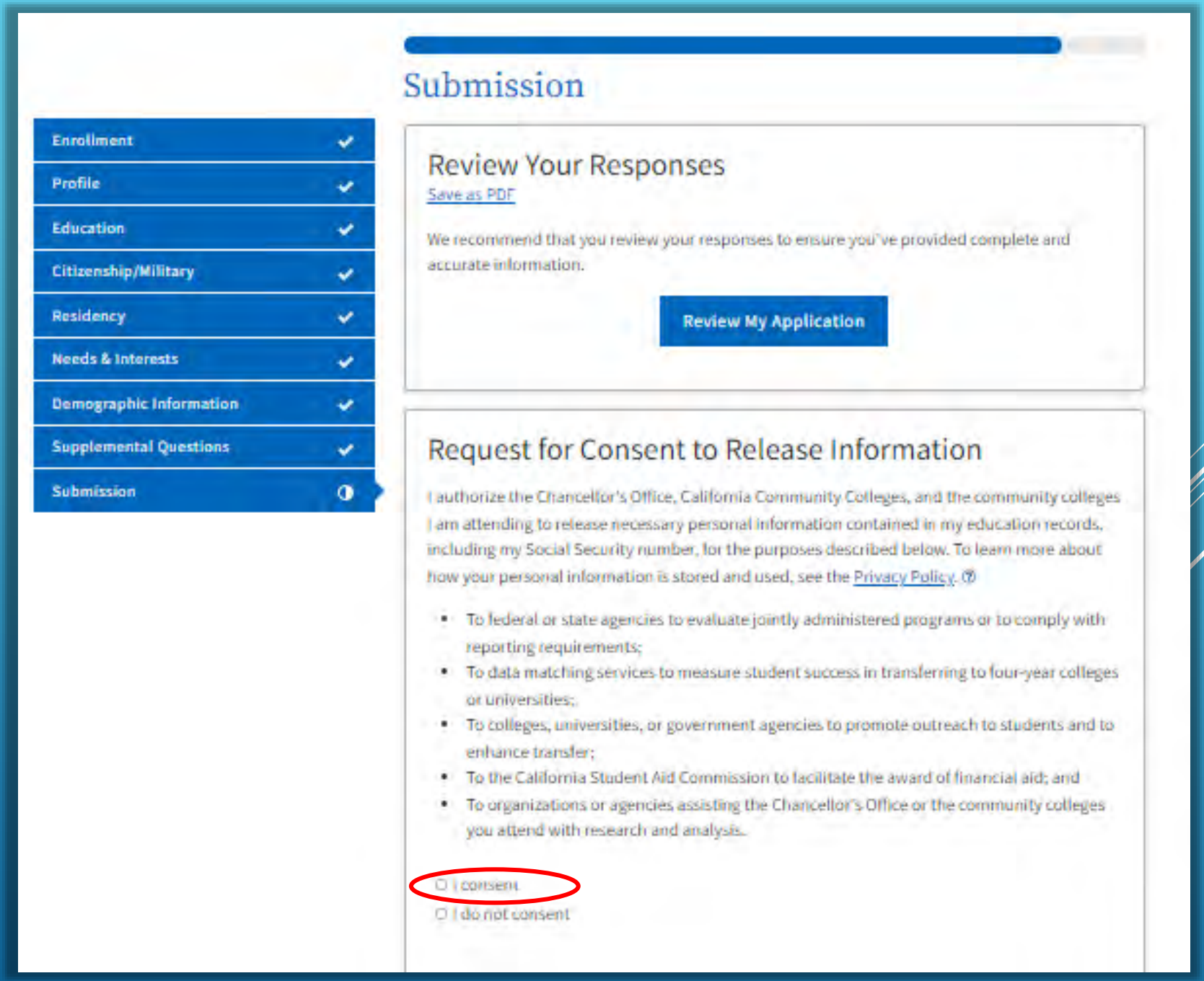
26. Enter the education level(s) of your parent(s) or guardian(s) then select your Race/Ethnicity. Click Continue



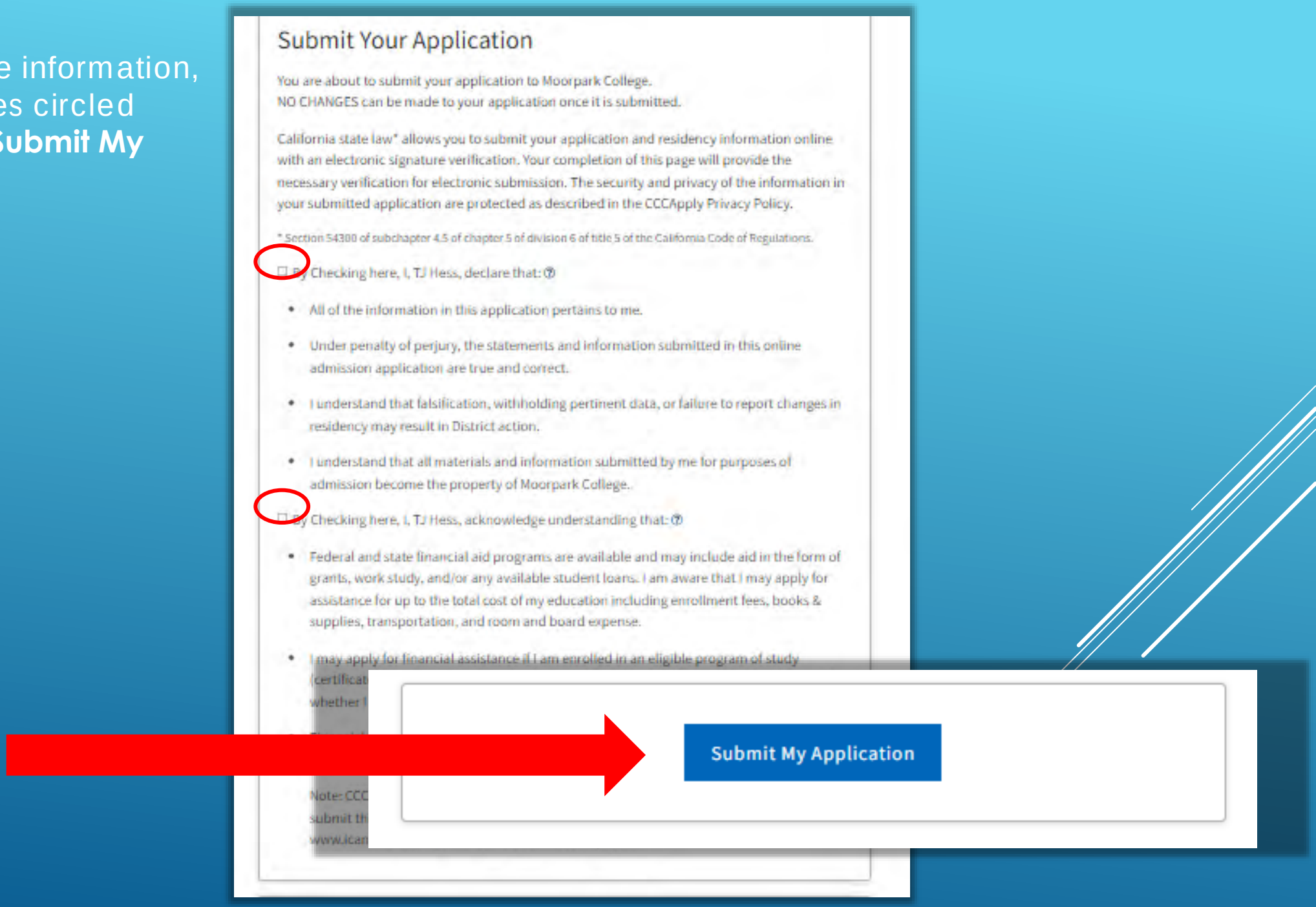
27. Answer the Supplemental Questions according to your needs and preferences, then click Continue



28. If you wish to review you application, click Review My **Application. Select "I Consent"** to release your application information to the college.



29. After reading the information, check the two boxes circled **below, then click "Submit My Application."**



30. **After you click "Submit My Application," you are finished! Be sure to read carefully the** information and instructions on the next page. Afterward, you may be asked to complete an optional Application Survey.

READ THIS CAREFULLY!

- Within a couple of days you will receive an email to the email address you provided.
- The email with say, "Welcome to Moorpark College," and will contain your student ID Number.
- Your Moorpark College ID Number is a 9-**digit number that starts with "900"**
- Your Moorpark College ID Number (aka your "900 Number") will be used in the next step of the high school articulation process, when you create an account at CATEMA.com
- *PLEASE NOTE: You will also receive an email which mentions your CCCID. The CCCID IS NOT your Moorpark College ID Number, and you do not need to remember it.*