

Los Rios Community Colleges ID

How to apply to Folsom Lake College (FLC) - written instructions

Here is the process to follow for getting your Los Rios ID number, which will allow you to access courses at four community colleges: Folsom Lake College, American River College, Cosumnes River College, and Sacramento City College.

You need to set aside about 20-30 minutes for the initial process.

1. Create an OpenCCC account

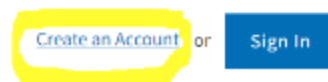
- Create an OpenCCC account **using a personal email** (or log in if you already have an account) and fill out the [online application for Folsom Lake College](#). Do **not** use your @eduhd.k12.ca.us email address. Use a *personal email address* so that you can access your FLC account after you graduate from high school.
- As a Dual Enrollment student, select *enrolling in high school and college at the same time*.
- You will need your Social Security Number (SSN)!
Students who submit an application without a SSN, will need to fill out a [Student ID Help Form](#) to process their application and receive their student ID number. *This has had many issues in the past*, so we cannot emphasize enough how important it is to use your SSN!
- On the next screen, select "Create an account"

Application for Admission to College

Before applying to college you must first have an OpenCCC account.

The OpenCCC single sign-in account allows you to access the online services of the California Community Colleges.

OpenCCC is a service of the California Community Colleges Chancellor's Office. The information in your account is kept private.



2. Complete an application for the upcoming term or re-apply if you have previously completed an application

- After you receive and set up your CCC account, You are **not** done! it will take you to a screen where you will select **"Start an Application"**
- Make sure you indicate that you are applying as a high school student! If you are re-applying, **do not** select *"Returning Student"*
- You will be asked a variety of questions. It is okay to select "Undecided" or "decline to state" for questions about your family income. You can choose any "major" you would

like; it will not be a factor as you are still in high school. You can use your best guess for your GPA. An average of A grades = 4.0 GPA, B's = 3.0 GPA, C's = 2.0 GPA

- It will ask you to put your High School, but PCA doesn't show up on the list. You can select "My school is not on the list" and type it in manually: Pacific Crest Academy.
- When you type in your Security Questions, open up the "Notes" app on your phone and save the answers exactly as you typed them – it is case sensitive, so capital letters make a difference!
- After you submit this application, it will take 24-48 hours for you to receive an email with **"Welcome to Los Rios"** in the subject. This is the important email that contains your Los Rios ID#.
- If you receive an email from FLC stating that you need to provide a government-issued photo ID, please email Admissions@flc.losrios.edu with the request that your application be processed since you are a high school student. You cannot reply to the message, as it is a noreply sender, but you can click "forward" and then type the Admissions@flc.losrios.edu email address in the "to" field. Here is an example of what you can write in the email: "I am a high school student at Pacific Crest Academy applying to participate in dual enrollment. Would you please process my application without the government-issued ID?"
- Once you receive your Los Rios ID number, fill out [THIS FORM](#) to tell us your ID. It's also a great idea to save your ID number somewhere where you can easily access it, such as in the Notes app of your phone, as this ID number will also be used for your email and Canvas logins.

3. Complete the Special Admit Form

- Once you have your Los Rios ID, you will be able to complete the online [special admit form](#)
- You will need to include a parent email address, and they will be sent a link to approve it electronically. Make sure you have a correct email address for your parent and make sure they know to look for it and follow the instructions. It may go to their junk/spam folder. If your parent does not approve, it will be stuck in the process.
- For the "school official" please put: Karen Carrillo kcarrillo@eduhds.net and 530-622-6212 (Copy/paste the email address so you don't make any typos).
 - It's a good idea to send Mrs. Carrillo a separate email so she knows to look-out for the application, as it sometimes goes to the junk/spam folder.

4. Register for Classes

- Login to your eServices and check that you do not have any holds on your account.
- **To register for CCAP courses** (the ones offered specifically for high school students, such as COMM 1000, MUFHL 308, or SPAN 401), you will complete this Fall 2025 [CCAP Google Form](#).
- **To register for general catalog courses**, you will self-register through eservices. **If you are only taking a CCAP Course and completed the Google Form above, you do not need to do this.*

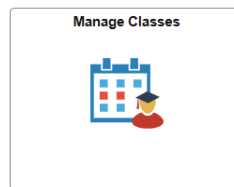
Add Additional Colleges:

If you are taking a class at another college: ARC, CCC, or SCC, you will need to add that college by following these steps:

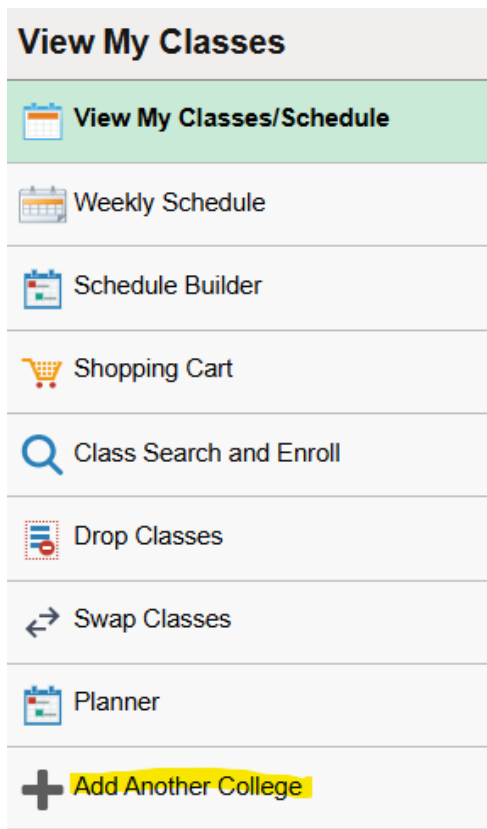
1. Login to your [eServices](#).



2. First, check your “Tasks” and clear any holds.



3. Click on the Manage Classes icon
4. On the left navigation bar, go to the bottom of the list and click “+ Add Another College”



Please let us know if you have any questions!

Counseling services through FLC: <https://flc.losrios.edu/student-resources/counseling>
Welcome Center: <https://flc.losrios.edu/admissions/welcome-and-student-success-center>