

**HOW TO ENROLL AT LANE COLLEGE**

**AS A HIGH SCHOOL STUDENT**

**Laney College • Welcome Center • 900 Fallon Street, Oakland, CA 94607 • (510) 834-3540**

**Step 3 – Submit Application**

**Step 1 – Complete Online Admissions Application**

Submit your CCCApply form and Concurrent

Enrollment form with all signatures to the

Laney College Admissions & Records Office

(A 109) to complete the enrollment process.

\*HS Students do not enroll themselves\*

*Note:Matriculation requirements including assessment, orientation and counseling may be necessary for some students prior to enrollment)*

Complete the online admissions application https://[www.peralta.edu](http://www.peralta.edu/)

 Click the “Enroll Now” link

 Click the “Apply Now” link

 Read the CCCApply Application directions then click the “Begin Application for Peralta Community College District” link at the bottom of the page

 When completed, print out the confirmation page (very important!)

**Step 4 – Appointment for Assessment & Orientation**

**(if applicable)**

**Step 2 – Complete Concurrent Enrollment Form**

Go to the Welcome Center (Room A-101) to make an appointment to take the English, Math, or ESL Assessment, if required. High school students must make this appointment in person if taking the test individually.

Complete a [High School Concurrent Enrollment Form](http://www.peralta.cc.ca.us/apps/pub.asp?Q=17).

This form is available online at:

[https://passport.peralta.edu](https://passport.peralta.edu/)

 Click “Apply Now” link on Student Services Box

 Click “[High School Concurrent Enrollment Form](http://www.peralta.cc.ca.us/apps/pub.asp?Q=17)” link

 The form must include classes recommended by your high school counselor.  You, your parents, your high school counselor, and your high school principal must sign the form

**Step 5 – Check Your Classes**

Go to the Passport system at [https://passport.peralta.edu](https://passport.peralta.edu/)

 Click the “Activate/Reset My Account” link to retrieve your User ID and Password

 Log into the PASSPORT Student Administration System

 Click the “My Class Schedule” link to verify class enrollment

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