



### TextBooks:

You can purchase your textbook at the Laney Bookstore located in the Student Center Basement or through the online bookstore.  
<https://www.bkstr.com/laneystore/home>



### Online Classes:

You will need to log into the Student Portal using your Student email and password to access your online classes in Canvas.  
Your classes should appear in Canvas within 24-48 hours.

## Student Services:

### Laney Admissions & Records Office:

Building A-109  
Phone: (510) 464-3101  
Email: [Laneyadmissions@peralta.edu](mailto:Laneyadmissions@peralta.edu)  
Website: [Laney.edu/admission\\_records/](http://Laney.edu/admission_records/)

### Laney Welcome Center:

Building A-101  
Phone: (510) 464-3540  
Email: [Laneywelcomecenter@peralta.edu](mailto:Laneywelcomecenter@peralta.edu)  
Website: [Laney.edu/welcome\\_center/](http://Laney.edu/welcome_center/)

### Laney Financial Aid Office:

Building A-201  
Phone: (510) 464-3414  
Email: [Laneyfinancialaid@peralta.edu](mailto:Laneyfinancialaid@peralta.edu)  
Website: [Laney.edu/financial\\_aid/](http://Laney.edu/financial_aid/)

### Laney Counseling

Tower Building, 3rd Floor  
Phone: (510) 464-3326  
Website: <https://laney.edu/counseling/>



Laney College does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, pregnancy, marital status, religion, disability, age, national or ethnic origin, veteran status, or genetic information. This nondiscrimination policy covers admission, access, and treatment in College programs and activities.

## Enrollment Tech Support



### Can't Access Your Openccc Account?

For Account Recovery & CCCApply Issues  
Phone: (877) 247-4836  
Email: [support@openccc.net](mailto:support@openccc.net)  
TTY Phone Number (for the Hearing Impaired Only): (877) 836-9332



### Never Received Your Peralta Student ID & Password?

Email: [Laneyadmissions@peralta.edu](mailto:Laneyadmissions@peralta.edu) or visit the Laney A&R Office and provide them with your application confirmation number.



### Can't Access Your Student Portal?

Email: [helpdesk@cc.peralta.edu](mailto:helpdesk@cc.peralta.edu)  
Include your name and student ID number



### Can't Access Your Student Apps?

Email: [helpdesk@cc.peralta.edu](mailto:helpdesk@cc.peralta.edu)  
Include your name and student ID number



### Can't Link into Canvas from the Portal?

Email: [canvas@peralta.edu](mailto:canvas@peralta.edu)  
Include your name and student ID number  
Call: (844) 592-2199



Laney College



Laney College



## iEnroll@Laney Steps for Student Success

You must submit a Laney Application through CCCApply if you are a new or returning student.

### New Student:

You are applying to college for the first time.

### Returning Student:

You were previously enrolled at a Peralta College, but have not enrolled in a class in the last two main semesters.

# iEnroll@Laney: Steps for Student Success

## 1 Apply To Laney



- Go to <https://laney.edu/enroll/> and select the new or returning tile
- Click apply to Laney College to create an account (Log into your CCCApply Account if you already have one)
- Click the Start New Application button to complete and submit a new Laney application for the semester you intend to enroll
- You will immediately receive an 8-digit confirmation number (Save the confirmation number)
- You will be emailed your 8-digit Peralta Student ID number, password and student email within 24-48 hours after application submission
- A returning student will receive a Welcome Back email and their already established Student ID number

## 2 Complete the Online Orientation



- Go to [estudentsuccess.com/california/laneycollege/](https://estudentsuccess.com/california/laneycollege/)
  - English for Speakers of Other Languages (ESOL) Students can complete the ESOL Orientation and the ESOL Guided Self-Placement in Step 5
- Sign in with your full name and Student ID number
- Complete the Online Orientation

## 5 Enroll in Classes



Once you have completed Orientation, Academic & Career Interest, and have created an Educational Plan, you are ready to enroll in your classes.

- Go to [myapplications.microsoft.com](https://myapplications.microsoft.com)
- Log into the Student Portal with your student email ID and password and follow instructions to setup your single Sign-On
- Click the Campus Solutions App
- Select the Manage Classes tile to search and register for your classes

- English for Speakers of Other Languages (ESOL) students will need to click on the GSP tile to complete the ESOL Guided Self-Placement before enrolling
- You can go to the Welcome Center (Building A-101) for assistance. Or, enroll directly at the Laney A&R Office, (Building A-109). You will need to provide your photo ID and the 5-digit class code for the classes you want to enroll.

## 3 Explore Your Academic & Career Interest



Use these FUN & FREE resources to explore majors and careers that match your interest!

- Take the California Career Zone Interest Profiler: <https://www.cacareerzone.org/ip/> (Signup for a free account to save your results and career matches)
- Visit Roadtrip Nation and take the 3-question Roadmap Quiz: <https://roadtripnation.com/roadmap> (Signup for a free account to save your results and career matches)

## Apply for Financial Aid



Laney's school code is 001266

- Go to [laney.edu/financial\\_aid](https://laney.edu/financial_aid) for information on applying for Financial Aid
- Or, fill-out your FAFSA directly at [Fafsa.gov](https://fafsa.gov)
- AB540 Dreamers can complete the California Dream Act Application at [dream.csac.ca.gov](https://dream.csac.ca.gov)

## 6 Pay Your Fees



- Pay at the Cashier's Office (Building A-201)
- Or, go to the Financial Account tile in Campus Solutions to pay your fees
- \* Please note that to avoid your classes from being dropped, pay tuition within two weeks before the semester starts.

## 4 See a Laney Counselor



- See a counselor to complete your Educational Plan and get English, Math, Chemistry and other prerequisite classes cleared. If available, have a copy of your high school or college transcripts.
- Schedule an Appointment: Online: [Laney.edu/counseling](https://laney.edu/counseling) Phone: (510) 464-3152**

**Walk-in:** Check online for the most up-to-date drop-in hours. Counseling is located on the 3rd floor of the Tower Building.

## 7 Student ID Cards & Semester Sticker

- Bring a valid picture ID and your current class schedule as proof of enrollment to the Welcome Center to get your student ID card.



Dream Act Application



Undocumented Student Support

### UNDOCUMENTED STUDENTS SUPPORT

Non-US citizens and/or non-residents may be eligible for in-state tuition as well as some financial aid through the California Dream Act.

\* To learn more, visit [Laney.edu/AB540](https://laney.edu/AB540)