



1. Go to www.losmedanos.edu/new
2. Click on "Step 1"
3. Click on "Start your Admission Application"
4. If it is your first time applying, click on "Create an Account."
If you already have an account, click on "Sign in."

Write down your OpenCCC Information:

Username: _____

Password: _____

Forgot your OpenCCC login information?

1. Click on "Sign in" and then "Recover Account."
2. Answer the prompts to retrieve your username and reset your password.

After you sign in:

1. Click "Start a New Application."
2. After submission, you will receive an email from InSite within 24 hours containing your LMC student ID number, username, and one-time password.

Write down your LMC Insite Information:

Username: _____

Password: _____

Step 1 - Application for New and Returning Students

[Start your Admission Application »](#)

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 and secure.

[Create an Account](#) or

[Sign In](#)

Sign In

To continue to your California Community Colleges student account, please sign in or create a new account.

* Required field

Email or mobile phone *

Next

[Create an Account](#)

[Recover Account](#)

My Applications

[Start a New Application](#)

IMPORTANT SOCIAL SECURITY NUMBER INFORMATION:

It is recommended, but not required, to provide your Social Security Number (SSN) when you apply. To be eligible for financial aid, your SSN is required. If you prefer not to provide your SSN, you can provide it to the Admissions and Records office at a later date. All OpenCCC institutions are required by law to keep your SSN private and secure and not to reveal it without your permission.

Login to InSite

1. Go to your personal email, locate the LMC Welcome email from **InSite** and note your:

LMC Student ID# : _____

InSite Username: _____

InSite one-time password: _____

2. At **www.losmedanos.edu** click **InSite** at the top of the page

3. Login to InSite with your username & password

- You will be prompted to create a new password
- You will be prompted to select challenge questions

Complete the Dual Enrollment Authorization Form

1. In **InSite** click on the red **LMC Student Forms** tile

2. Select the **Dual Enrollment Authorization Form**

3. Complete the student portions and click the submit button - the form only needs to be submitted once. After submission the form will be routed to:

- HS counselor for signature
- Parent/Guardian for signature
- LMC Admissions & Records for processing

NOTE: Your high school counselor will submit a list of students approved to take Dual Enrollment courses to LMC Admissions & Records (A&R). LMC A&R will register students into courses based on these lists. All college correspondence will be sent to your **InSite** email, check your email often for important information!

Questions?

Ask LMC Outreach & Welcome Services

925-473-7434

LMCquestions@losmedanos.edu

scan QR code to the right or at

www.losmedanos.edu/student-services/outreach/

