To Get Started:

- 1. Visit your high school guidance counselor and confirm your eligibility to participate in the Career and College Promise (CCP) program.
- 2. Log into www.cfnc.org using your personal account information. Access the Application Hub through the Apply To College tab and start an application to South Piedmont Community College.



- 3. The following items are needed to properly complete an application to participate in the Career and College Promise Program:
 - a. CFNC Account Username and Password
 - b. Social Security Number (Not required for immigrants)
 - c. North Carolina Student Identification Number (PowerSchool Number) Home school students are not required to provide this number.
- 4. Under the Enrollment Information area select:

Entrance status: * Career and College Promise (Current NC high school students ONLY) * -

5. Under Career and College Promise Pathways select College Transfer Pathway and/or the Career and Technical Education Pathway. You will also need to select a particular program of study within the selected pathways.

Career and College Promise Pathways: ☐ College Transfer Pathway ☐ Career and Technical Education Pathway

- 6. If your high school uses CFNC for transcripts, you will be asked if you want to send a transcript. Simply check the box to send your transcript through CFNC and continue. You can also use the icon shown on the Application Hub in step 2 above to have a transcript sent to a college.
- 7. Finish the application and be sure to select the Submit button.
- 8. Your assigned Enrollment Recruiter will request copies of your qualifying test scores directly from your high school guidance counselor and confirm your eligibility to participate.
- 9. Finally, meet with your assigned Enrollment Recruiter, complete a Family Educational Rights and Privacy Act (FERPA) form, and register for classes within your selected pathway.