

## Applying to South Piedmont Community College

1. Visit your high school counselor to confirm you are eligible to participate in the Career and College Promise program.
2. Log into [www.cfnc.org](http://www.cfnc.org)
3. If you don't already have an account, create an account
4. Click on the "Apply" tab, "to College" and then "Application Hub"
5. Type in South Piedmont Community College
6. Click on the pull down menu and choose "South Piedmont Community College Undergraduate Application" and then "Apply"
7. On the far left of the next page you will see 6 groupings that will need to be completed in a blue box.
8. Click on each group heading and complete the appropriate information. (Only fields with an \* need to be completed).
9. For the "Enrollment Information" group be sure to choose the term you want to start taking classes.
10. Under "Entrance Status"- choose Career and College Promise
11. Under "Enrollment Details" choose your College Transfer Pathway and/or the Career and Technical Education Pathway. Once selected you will choose the particular program of study.
  - College Transfer Pathways are intended for either a completion of an Associate Degree and/or transferring courses to a 4 year college/university.
  - Career and Technical Education Pathways are intended to take a cluster of courses to obtain the skills and education required to enter a specific career path.
12. The final page will have a check mark at the top to request that your high school transcript be sent to SPCC, make sure that you check this box. Click the "submit" button on the bottom of the page.
13. When all the information is completed a summary page will be shown, review this information for accuracy and close out of the summary page tab.
14. The final page should show the green application bar at 100% completed for South Piedmont Community College.