



THE ACADEMY

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Hello,

In order to register for your class you will need to complete the required online college application with the registering college, as well as the South Bay Registration Form. This is a completely on-line process, so no need to scan and email any forms. Please see below. This works with PCs and Macs with Office 2016. If you have an older Mac edition of Office copy the URLs at the bottom of this page to your internet search engine.

This is a 3-step process:

- 1) [Apply to Open CCC](#): This process will generate your Open CCC ID # and allow you access to the California Community College System.
 - a. If you already have an account, click “Sign In to Open CCC” in upper right corner of page and then follow instructions.
 - b. If you do not have an account, click “Create Account” in upper right corner of page and then follow instructions.
 - c. Please include your Open CCC ID # in the South Bay Registration Form in Step 3.
- 2) While in your Open CCC account, apply to [Monterey Peninsula College](#) for **SPRING 2020** _____. You will receive an email within 3-5 business days with your College Student ID #. Please include your College Student ID # in the South Bay Registration Form in Step 3.
- 3) **AFTER** receiving both ID #'s, you will now be able to [complete the South Bay Registration Form](#). Select your course dates/location from the drop-down menu on the form, fill in the remaining blocks of information, sign in the box (using your mouse) at the bottom of the form, and click “Submit.”

Thanks for submitting your registration information!

For Macs

Open CCC -

<https://www.openccc.net/uPortal/f/u6011s1000/normal/render.uP>

South Bay registration form -

<https://www.cognitofrms.com/SouthBayRegionalPublicSafetyTraining/NationalSkiPatrolRegistrationForm>