

Traditional High School CCP Students VGCC Online Admission Application Instructions

1. Go to www.vgcc.edu, Vance-Granville's home page.
2. Click on "Apply Today" yellow box at the top right of the page.
3. Click on "HS Dual Enrollment Application" under resources.
4. Enter your CFNC Username and Password if you already have one. If not, you will need to create one. Click on "New User" if you have not set up a CFNC account.
5. Once you have logged in or your username and password are created, you may begin entering the application information.
6. Any field marked with * is required. You will not be able to submit your application if you leave these fields blank.
7. Name and Address:
 - a. Please use full legal name. NO NICK NAMES, please.
 - b. Be sure to enter complete address.
 - c. Enter your phone number and phone type
 - d. Enter your email address in both boxes
 - e. Enter your mailing address
8. Personal Information: Please enter all information accurately and completely.
 - a. Enter your social security number.
 - b. Enter your PowerSchool NC Student Number if you have one
 - c. Enter your Date of Birth
 - c. Select sex, ethnicity, and race
 - d. Are you a high school student attending a North Carolina public, charter, private, or homeschool? "Yes"
 - e. Have you acquired a valid driver's license? Select "Yes" or "No"
 - f. Answer the next questions with answers that apply to you

g. Are you a dependent of an active-duty military member? Select “Yes” or “No”

h. Enter your parent level education level for both parents

9. Enrollment Information:

a. Are you a first-time Career & College Promise (CCP) student? Select “Yes” or “No”

b. When do you plan on starting classes? Select the term you plan to start attending

c. Entrance status: “Career and College Promise”

d. Choose a Career and College Promise Pathway: “Career and Technical Education Pathway” or “College Transfer Pathway” or both.

e. Select the CTE Program of Study and/or College Transfer Pathway you are enrolling in.

f. Education goals (select what is your primary goal): Degree, diploma or certificate

g. How did you learn about the college? “High School Counselor”

h. I am currently expelled or suspended from another college or university. “No”

10. Educational Information:

a. For high school information, click in the text box to search for your school.

b. Type your high school in the search box and click the enter button on the keyboard.

c. Click on your school

d. Fill in the type of school and select the county it is in

e. Enter your expected graduation date

f. Indicate your highest level of education completed

11. Student Statement:

a. Type your name in the box provided and click next.

b. A confirmation e-mail will be sent to the e-mail address you provided on the application.