




Military Base Office Student Checklist

Active-duty service members are required to speak with their Educational Services Officer (ESO) or counselor within their Military Service prior to enrolling at the institution. The ESO and related staff can assist in providing information and options regarding furthering your education. After meeting with your ESO or related counselor, Copper Mountain College is happy to further discuss educational pathways, enrollment options, and related information.

STEPS	ACTIVITY	DONE
STEP 1	Fill out the CMC Application online by going to www.cmccd.edu and click on "Apply Now" or use the QR code: 	<input type="checkbox"/>
STEP 2	Apply for Financial Aid at http://www.cmccd.edu/admissions/financial-aid Copper Mountain College's school code is: 035424	<input type="checkbox"/>
STEP 3	<ul style="list-style-type: none">Once your application is received you will receive an email with your student ID#, and your MyCMC Portal account information.Orientation is required for all Students. When you login to your MyCMC Portal please click the "Student Orientation" link. Please print the Orientation confirmation for your records.	<input type="checkbox"/>
STEP 4	After completing Orientation, call to schedule a First Year Plan (FYP) appointment. Military Affiliated Students: (760) 366-5201 ext. 4368 Veteran's Resource Center: 760-366-5201 ext. 5823	<input type="checkbox"/>
STEP 5	Meet with an Academic Counselor for your FYP.	<input type="checkbox"/>
STEP 6	Register for classes!	<input type="checkbox"/>

1. For questions or assistance, Military Affiliated students should call 760-366-5201 ext. 4368 or visit our Military Base office located on 6th Street in building 1530, Room 209. MCAGCC, Twentynine Palms, CA
2. Veteran students should call 760-366-5201 ext. 5823 or visit our Veteran's Resource Center located at 6162 Rotary Way, Joshua Tree, CA, Quad 300.

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Returning Students: Please Re-Apply for Admission Online.

It is important that your Social Security Number and birthdate are the same as your Social Security Number and birthdate on your previous application(s). Any discrepancies may create two separate accounts which WILL affect your financial aid and transcript records!

Transfer Students: Please Request Official Transcript(s).

Please request your official transcripts from your previous college(s) and have them sent to the following address:

Copper Mountain College Admissions & Records
P.O. Box 1398 ~ Joshua Tree, CA 92252

New/Returning K-12 Concurrent Enrollment Students:

Fill out the K-12 Concurrent Enrollment Application.

Obtain the application from Admissions and Records or online at www.cmccd.edu.

- Click on Prospective Students
- Finally, click K-12 Concurrent Enrollment.

Meet with your high school counselor and principal to fill out the application.

Submit K-12 Concurrent Enrollment Application to Admissions & Records your current official high school transcript. Your application will be reviewed for approval by the Associate Dean of Student Services.

*NOTE: The approval process can take time during peak registration, so do this early! It is highly recommended that high school students turn in their completed paperwork **several weeks before the semester begins**. This will ensure the student has enough time for approval and registration **prior** to the start of the new semester. Applications submitted after the start of the semester will not be approved.*

You will be unable to register for classes until you receive notification stating you were approved to attend classes!

Recent High School Graduates

Please submit an unofficial high school transcript to our office.