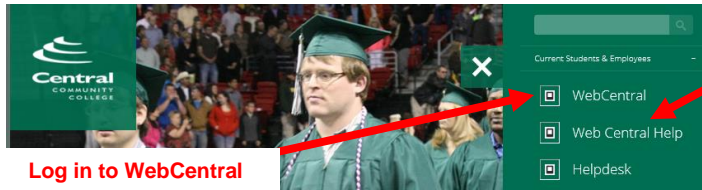


WebCentral...WWW.CCCNEB.EDU



Log in to WebCentral

USER NAME:

- Your user name is your first name (as entered in the college system) followed by the last 5 digits of your student ID number. (**LOWERCASE WITH NO SPACES**)
EXAMPLE: John Doe, Student ID-0123456 **USER ID:** john23456

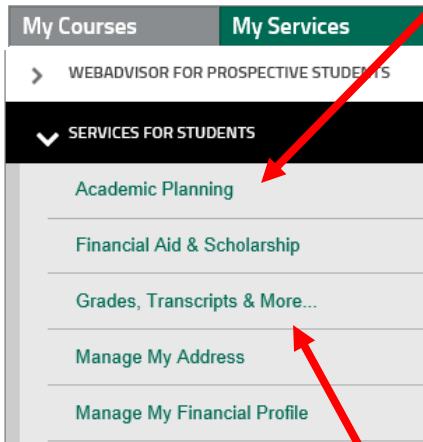
PASSWORD: Your initial password is:

- The letters & symbol 'CCC#' followed by the last 6 digits of your social security number. The CCC must be capitalized!
EXAMPLE: S.S. Number 222-33-4444 **PASSWORD:** CCC#334444
- If you do not have a social security number, your initial password is the letters & symbol CCC# followed by the entire seven digits of your student ID number (include any zeros at the beginning.) The CCC must be capitalized!
EXAMPLE: Student ID # 123 **PASSWORD:** CCC#0000123

Please follow on screen directions for establishing a new password.

For more information about WebCentral

My Services Tab



ACADEMIC PLANNING:
Student Planning

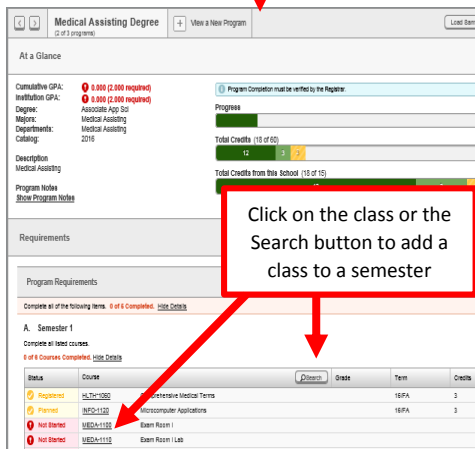
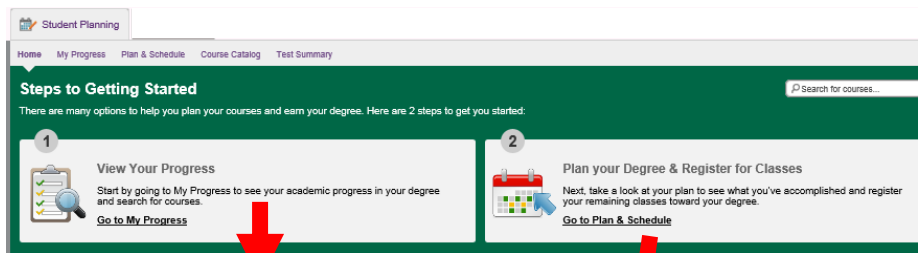
- 1) View Your Progress**--view degree requirements, schedule required courses into semesters
- 2) Plan & Schedule**
 - Schedule**
 - Plan times for classes
 - Register for classes
 - View class schedule
 - Drop classes through first day of semester
 - Timeline**
 - View planned courses by semester
 - Move planned course to different semester
 - Delete planned courses from semester
 - Check final grades
 - Advising**
 - Communicate with Advisor

GRADES, TRANSCRIPTS & MORE:
Grades, Grade Point Average by Term & Unofficial Transcript: You will not receive a final grade report in the mail. You must access your final grades here. The unofficial transcript will show ALL of your grades, any degrees, diplomas or certificates you have received at CCC, and any credits transferred in to CCC from another college. **Access to these will not be available if you have an outstanding balance at Student Accounts.**

Transcript Request Link: You can request a transcript be sent from this link.
Transcript Request Status: You can check to see when and where your transcript was

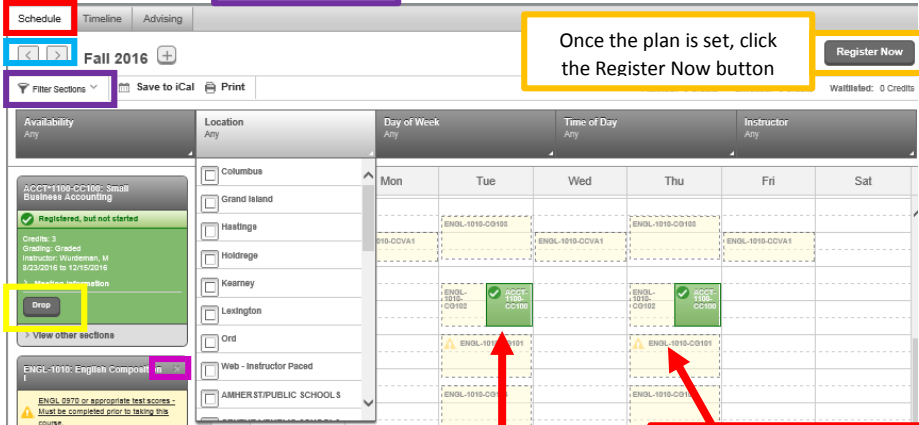
It is **VITAL** that you check your CCC email account **DAILY**. Important college information is communicated through this account.
 Your CCC email address is: <your user name>@cccneb.edu **Example:** john23456@cccneb.edu

To get started: Click on My Services>Services for Students>Academic Planning



Click on the class or the Search button to add a class to a semester

- Use the left/right arrow to find the semester to register
- Filter Sections to see availability of courses by location
- To remove a planned course, click on the 'x'
- The drop button is available from the day registration opens through the first day of the



Once the plan is set, click the Register Now button

- Click on View other Sections to see available class times
- Registered classes will appear in green on the grid
- Click the course with the warning symbol to find out the warning for this section