Ohlone College
New Student Onboarding Process

**STEP 1**
Apply to Ohlone

**STEP 2**
Ohlone Student ID

**STEP 3**
Create WebAdvisor Account
Activate Email

**Orientation Exempt?**
English as Second Language Student?
K-12 Student?

**STOP HERE!**
Review final box for next steps.

**STEP 4**
Complete Online Orientation Module

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**Apply to Ohlone**
Complete and submit the Ohlone application.

Open CCC
Move to STEP 2

**Ohlone Student ID**
Admission & Records will send an email to students with Ohlone student ID and username 2-3 days after application is completed.
Students should follow up with Admission & Records if no email is received.

Admission & Records
Move to STEP 3

**WebAdvisor**
Create Ohlone Account by clicking “Create Your Ohlone Account”

Synchronize Your Account
1. Click “Manage Your Account”
2. Click “Synchronize Your Account”

Email
Setup WebAdvisor/Ohlone Student Email
Forward Emails from Ohlone to Personal Email

Move to STEP 4 (First-time college students)
Move to STEP 7 (Orientation exempt)*

**Orientation Exempt?**
English as Second Language Student?
K-12 Student?

**STOP HERE!**
Review final box for next steps.

**STEP 5**
Students will be directed to placement.

WebAdvisor
Move to Step 5
**STEP 5**
Complete Self Guided Math & English Placement

**Self Guided Math & English Placement**
1. Log into WebAdvisor
2. Click on “Students” tab
3. Click “START HERE: Orientation & Placement”
4. Review “Placement Summary”

Placement results take 24 hours to populate.

WebAdvisor
Move to Step 6

**STEP 6**
Register for a Counseling and Registration Session

**CAR Session**
Register for and attend a Counseling and Registration Session.

CAR Session

**STEP 7**
Connect with a Counselor

Counseling Department

### Orientation Exemption

**Only first time college students** are required to complete orientation. Exemption reasons:
- Have earned college degree (associates or higher)
- Are enrolled in K-12 while taking Ohlone courses
- Have completed coursework from another college; AFTER high school graduation
- NOT planning to earn certificate, degree, or transfer from Ohlone
- Taking Summer courses ONLY

Submit Orientation Exemption Request

### English as Second Language Student

ESL students have a separate self-guided placement and orientation. Please review the ESL webpage for the most updated information.

English as Second Language Department

### K-12 Student

K-12 students have a separate application and registration process. Please review the K-12 Admissions webpage for the most updated information.

K-12 Admissions