

Step1: CCN Admission Application

All CCN students must be admitted through the online CCN Admission Application. If you have already completed the CCN Admission Application, go directly to Step 2: Chemeketa's Single Sign-On.

- First you will need to complete Step 1-CCN Admission Application. Click on the link below.
<http://go.chemeketa.edu/ccnapplication>
- You will be directed to the CCN Application and will see the screen shown below.
You will need to answer the first question: **Have you applied for admission to Chemeketa Community College in the past two years?**
 - a. Select **No**, if you have not taken CCN classes before. You will then move on to complete the application.

CHEMEKETA COMMUNITY COLLEGE ADMISSIONS APPLICATION

Have you applied for admission to Chemeketa Community College in the past two years?

Note this includes if you've applied to any high school programs such as College Credit Now (CCN) or enrolled to take non-credit courses (driver's education, community education courses, etc.)

- ☐ Yes
☒ No
☐ Unsure

Fill out a new application with Chemeketa!

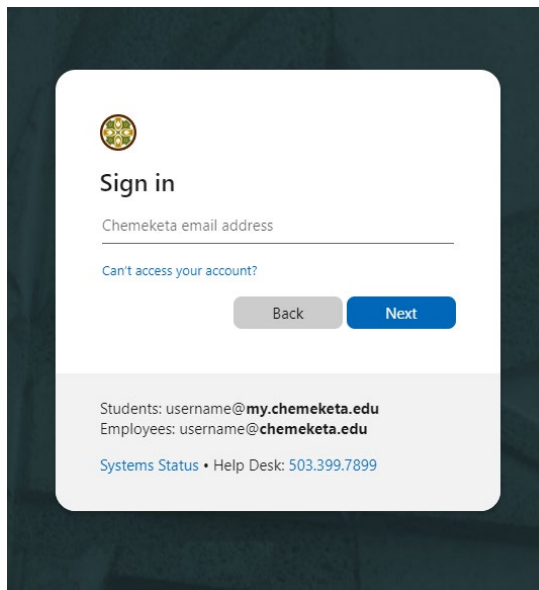
- For High School information, make sure to select "**Still in High School.**" Add your expected High School graduation date and select your high school or add "I do not see my high school as an option."
- Make sure to select the term that you are planning to take the class. **Summer 2025**
- Select "**I am in College Credit Now through my High School**" in Educational Goal.
You will be sent a confirmation email confirming the submission of your CCN Application.
The Welcome CCN email will be sent to the email address provided within 2 to 3 business days that will include your Chemeketa **Username** and **K Number** to setup your account.

Step 2: Chemeketa's Single Sign-On

1. **First time user:** In order to complete this step, you will need to have:

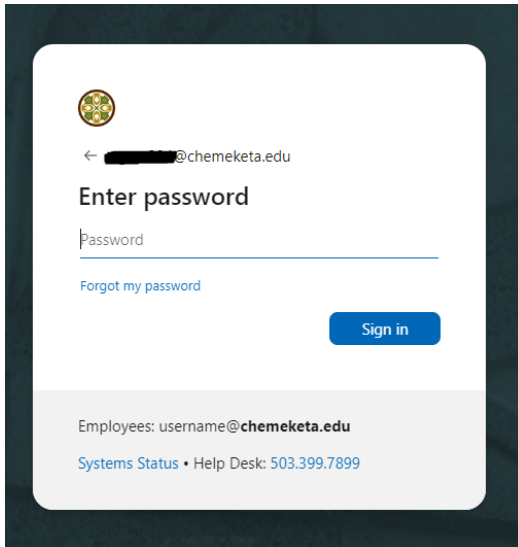
- Welcome Email containing your **K number & username**
- Chemeketa Account Email containing your **temporary password**

You will visit my.chemeketa.edu and enter your username followed by @my.chemeketa.edu and then click on the **NEXT** button.

A screenshot of the Chemeketa Sign in page. The page has a dark blue background. In the center is a white rounded rectangle containing the sign-in form. At the top of the white box is a circular logo with a green and gold design. Below the logo is the text "Sign in". Underneath is a text input field labeled "Chemeketa email address". Below the input field is a link that says "Can't access your account?". At the bottom of the input section are two buttons: a grey "Back" button and a blue "Next" button. Below the buttons, in a lighter grey section, are the following details: "Students: username@my.chemeketa.edu", "Employees: username@chemeketa.edu", and a link for "Systems Status • Help Desk: 503.399.7899".

In the following screen, you will enter your temporary password and be routed to immediately change your password to something that only you know. Your new password:

- Must be at least 12 characters in length
- Must contain a combination of uppercase & lowercase letter and numbers
- Cannot match your current password
- Cannot contain your first or last name, email address, username, or K number
- Will be compared to an exclusion list to improve the security of your account
- Can only be changed once in a 24-hour period



You'll also need to set up multi-factor authentication on your account (which is a security requirement at Chemeketa). You have 14 days to do that, but we recommend doing it right away so it doesn't slow you down later.

If you are having issues claiming your account, please be sure to have your K number ready and call our IT helpdesk at 503.399.7899. They will be able to assist you!

Returning user: Visit my.chemeketa.edu and enter your Chemeketa email address (username followed by @my.chemeketa.edu) and password in the appropriate fields.

Step 3: Checking Your Placement Scores

(Students interested in COMM218Z, GEG106, MTH111Z, PSY201Z, SOC204Z & WR121Z must meet placement requirements)

1. After signing in, you will be taken to “My Chemeketa”, which is the college’s student portal, where you will see the home screen below. From there, click on “Prior Education and Testing” on the left-hand side.

The screenshot displays the My Chemeketa student portal interface. At the top, there is a navigation bar with tabs for Classes, Services, Studying, and Employee. Below this is a search bar labeled "Search My Chemeketa". The main content area is divided into several sections. On the left, there is a sidebar menu with links for Home, Schedule, Faculty, and Calendar. The main content area shows the "Student Profile" page. The "Prior Education and Testing" link is highlighted in the sidebar menu. The profile page displays various student information, including Bio Information, General Information, and Curriculum, Hours & GPA. The "Prior Education and Testing" section is currently selected, showing a table of registered courses.

Primary	Secondary	Hours & GPA
Degree:		
Study Path:		
Level:		Not Provided
Program:		Credit
College:		Chemeketa Community
Major:		
Department:		Not Provided
Concentration:		Not Provided
Minor:		Not Provided
Concentration:		Not Provided
Admit Type:		Aviom - Web Application
Admit Term:		Fall
Catalog Term:		Summer

REGISTERED COURSES

Not Registered

Total Hours | Registered Hours: 0 | Billing Hours: 0 | CEU Hours: 0 | Min Hours: Not available | Max Hours: Not available

2. Once you click on “Prior Education and Testing”, your placement results will appear right under “TESTING”.
 - **Students interested in MTH111Z must place directly into MTH111Z or higher with no corequisite (i.e., MTH111A)**

Student Profile -

Term: Spring 2026 Current term

Standing: Good Standing, as of Winter 2025

Overall Hours:

Overall GPA:

Registration Notices: 2

Holds: 0

Curriculum and Courses

Prior Education and Testing

Additional Links

View Unofficial Transcript

Registration & Schedule

Order Transcripts (Official)

Degree Works

View Grades

Apply for Graduation

Academic Calendar & Finals Schedule

Bookstore

Student Information

Notes: 1

Bio Information

Email:

Gender:

Date of Birth:

Ethnicity:

Race:

General Information

Level:

Class:

Status:

Student Type:

Residency:

First Term Attended:

Matriculated Term:

Last Term Attended:

Credit

Second Year

Active

Continuing

In State

Summer

Not Provided

Winter

Graduation Information

Awarded Degree:

Term:

Date:

Awarded Degree:

Term:

Date:

Awarded Degree:

Term:

Date:

Advisors

Primary

PRIOR EDUCATION

Secondary Education

School Name	Graduation ...	Location	GPA
North Salem High School	06/01/	Salem, OR	

Post Secondary Education

School Name	Degree Des...	Attended Dates	Reported H...	GPA
Chemeketa Commun...	Assoc. of Arts ...			

TESTING

Records 3

Description	Score	Date	Source
Recommended Placement-Math	3655	02/11/	MTH 112 C19 Multipl...
Recommended Placement-Reading	2420	02/11/	RD 120 Multiple Mea...
Recommended Placement-Writing	1420	02/11/	WR 121 Multiple Mea...

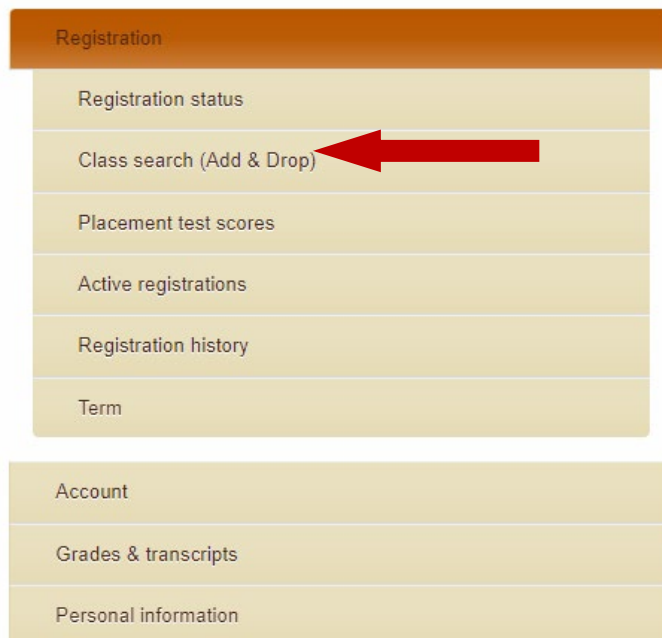
Step 4: Registration

1. Now that you have your placement results, you can proceed with registration.



The column off to the right will be how you will navigate to complete registration.

- Click on **Registration**
- Click on **Class search (Add & Drop)**



What would you like to do?



[View Schedule of Classes](#)

Looking for classes? In this section you can view the schedule of classes.



[Class Search \(Add & Drop\)](#)

Search and register for your classes. You can also view and manage your schedule.



c. Select the correct term (**Summer 2025**) and submit

Select a Term to View

Summer 2024



Continue

d. Enter the 5 digit CRN number from the course list found on the CCN website for the course that you wish to register for. Remember that your placement assessment scores will need to meet the prerequisite requirements for the class you

wish to register for. The system will not let you register for a class unless you meet the prerequisites.

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Search & Register for Classes

Find Classes

Enter CRNs

Schedule and Options

Enter Course Reference Numbers (CRNs) to Register

Term: Summer 2023

CRN

[+ Add Another CRN](#)

Add to Summary

1

2

3

4

