

Application to Lane Community College On Line Admission Procedures

This process is for students, who have never applied to Lane Community College OR for students who have an L number BUT have not registered for a class for more than a year.

Before starting the application the student needs to have a personal email account. They can do this free through yahoo, hotmail, etc...

Application Process.

For students who have never applied for admission or received an identification number (L #) to Lane Community College AND for students who have an L # BUT have not been active in the system for a year or more:

Go to the Lane Community College website...www.lanecc.edu

0. click on apply now
1. click on apply on line
2. click on first time user account creation
3. leave login ID blank, create a PIN (6 digit number) and verify PIN then click on Login and write down the G# Id that is assigned to your application.
4. click on continue
5. application type...scroll down choose "College Now" application type (important step)and click on continue
6. term of application – choose "Fall 2009" (important step) and enter legal first and last name, (no nicknames) then click on Fill Out Application

Application Checklist (only fill in information in the required fields (*))

Ignore International Admissions Icon.

7. click on name (fields should already be filled in) then click on continue
8. fill in full street address and phone number and click on continue
9. fill in email (you must have a personal email) then verify the email and fill in birth date then click continue
10. fill in school code (CEEB code that the counselors have) and the graduation date, use June 15, and the year you are scheduled to graduate then click on continue

The Application Checklist should show up again with 4 checkmarks click on Application is Complete and you CLICK on Application is Complete

If a check mark is missing, click on that icon, fix what is missing or wrong and return to the Application Check list and then CLICK on Application is Complete and exit out.

You will an immediate verification screen with your L#. Write down your L# and keep in a safe place you will need it. At the bottom of the page click to proceed to Expresslane.

If you got a screen with a message that your application was *suspended*, an email, will be sent to you in 48 hours that will include your L number (ID number)...Keep it you will need it to register in your class later in the term.

If you are a student who has an L# AND you have been active in the system BUT do not remember your L number....go to ExpressLane and click on ?Forgot L/ID number? Your school contact person may also help you look up your L #....DO NOT REAPPLY TO LCC.

[Back to College Now](#)