This guide provides a general overview of your experience in Parchment.

1. To access Navigate, go to my.ccc.edu and click "LOGIN."

   Enter your CCC username and password.

2. Click the ‘Quick Access’ tile.

3. Click the ‘Official Transcript’ tile.

4. Read Terms and Privacy, answer the question and click "Next".

   *Note if you have already created an account it will log you in after step 3.
5 Enter your E-mail address. We recommend adding a personal email address. Click "Continue"

How to update your email in Parchment

6 Enter your personal information and click "Create Account & Continue"

Commented [LC1]: Will you link this to the directions on how to add a personal email address help guide? Will it be confusing if we add that tip here? I want to make sure students are using their CCC here, otherwise they will not be able to log in.
8 Enter enrollment information and click "Complete My Registration"