

Do you want to take English as a Second Language Classes?

Is this your **FIRST TIME** at College of Marin?

Step 1. Complete an [Application](#)

APPLY FOR ENGLISH AS A SECOND LANGUAGE (ESL) – NONCREDIT CLASSES

- Make sure your phone or computer keyboard language is English and autocorrect is turned off. Do not use accented letters on the application.
- Create a NC CCC Apply Account at marin.edu/apply. There Spanish speakers can change the language to Spanish.
- Once your account is created, exit and then log-in to complete the application to College of Marin.
- Please remember to write down your username and password and keep it safe. You will need it in the future.
- Within 2 to 3 working days, you will receive a welcome letter from College of Marin that includes your student ID (M00#). This welcome letter comes as an email to your personal email address. Search all mailboxes because sometimes it goes to the Spam folder or to Drafts.

Step 2: Set up and access your account in the MyCOM portal: In your Welcome Letter, click on the “[First Time Users](#)” Sign up link. To follow the instructions in the Portal, you will need the M00# (student ID#) and your username from the Welcome letter. The letter also has a link to a “how-to” video.

Step 3: Vaccine Verification: Before registering into any COM class, the college currently requires all students to verify that they are fully vaccinated for COVID-19. To do this:

- From your cell phone, take a photo of your COVID-19 Vaccination Record Card.
- Log into** your [MyCOM portal](#) on your phone; mycom.marin.edu
- Under new students, click on [Submit proof of COVID-19 vaccination](#).
- Answer the questions and upload the photo of your Vaccination Card.
- Within 1-2 working days, the college will update your account so that you can register for the placement test and enroll in classes.

Step 4: Placement and Registration: You must complete the steps above three days before the test date (or earlier). We will help you register for classes after you take the placement test.

- To sign up for the next Orientation/Placement Test, or **if you need help** contact the ESL Office
- Visit the Academic Center (AC) Room 109; email: esl@marin.edu
- Go to esl.marin.edu for office hours, phone numbers, information and videos.
- You can also get help in English or Spanish with CCCApply from the [Student Ambassadors](#) <https://es.marin.edu/student-ambassador-virtual-hours>

Orientation/Placement Tests before Fall 2022 Semester		Option 1	Option 2
Monday, August 1, 2022	Kentfield	5:00 pm	6:45 pm
Wednesday, August 10, 2022	Kentfield	5:00 pm	6:45 pm
Saturday, August 13, 2022	Kentfield	8:30 am	10:30 am