

# CVC Exchange: Overview

2025




California  
Community  
Colleges

California  
Virtual Campus

# TOPICS

- California Virtual Campus (CVC)
  - CVC Exchange
  - CVC @ONE
- CVC Exchange
  - Overview
  - Student Journey
  - Admin Dashboard
  - Support
  - Future Trainings
  - Questions

# CALIFORNIA VIRTUAL CAMPUS (CVC)



The screenshot shows the homepage of the California Virtual Campus. The header is dark blue with the California Community Colleges logo and navigation links: Student Eligibility, Transcripts, Financial Aid, About, Support, a yellow LOG IN button, and an Educators Click Here > button. The main content area is white with the title "California Virtual Campus" and a sub-header: "Enroll in an online course at another California Community College without the hassle of filling out a separate application!". Below this is a yellow button labeled "STUDENTS START HERE". A dark blue banner contains text about course numbering changes for fall 2025. The bottom section, titled "How It Works", is on a yellow background and features a three-step process: 1. Search for online courses, 2. Add the class to your application, and 3. Registration confirmation.

California Community Colleges | California Virtual Campus

Student Eligibility Transcripts Financial Aid About Support [LOG IN](#) [Educators Click Here >](#)

## California Virtual Campus

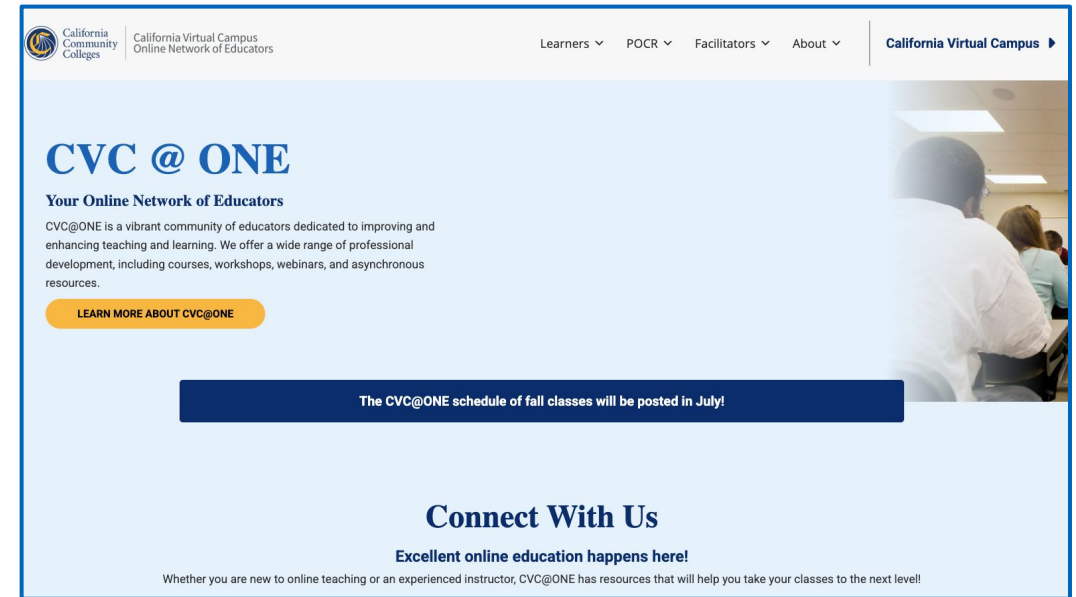
Enroll in an online course at another California Community College without the hassle of filling out a separate application!

[STUDENTS START HERE](#)

Students: Some course numbers have changed to match the statewide Common Course Numbering (CCN) system. When searching for fall 2025 classes, you may notice these new course numbers. Click this banner to learn more.

### How It Works

- 1 Search for online courses offered at other California Community Colleges when you can't find what you need at your own college.
- 2 Add the class you're looking for without filling out a new application.
- 3 If eligible, your registration will be confirmed within minutes!



The screenshot shows the CVC@ONE page. The header is light blue with the California Community Colleges logo and navigation links: Learners, POCR, Facilitators, About, and a California Virtual Campus > button. The main content area is white with the title "CVC @ ONE" and a sub-header: "Your Online Network of Educators". Below this is a paragraph about the community and a yellow button labeled "LEARN MORE ABOUT CVC@ONE". A dark blue banner contains text about the fall classes schedule. The bottom section, titled "Connect With Us", is on a light blue background and features a paragraph about resources for new and experienced instructors.

California Community Colleges | California Virtual Campus Online Network of Educators

Learners POCR Facilitators About [California Virtual Campus >](#)

## CVC @ ONE

### Your Online Network of Educators

CVC@ONE is a vibrant community of educators dedicated to improving and enhancing teaching and learning. We offer a wide range of professional development, including courses, workshops, webinars, and asynchronous resources.

[LEARN MORE ABOUT CVC@ONE](#)

The CVC@ONE schedule of fall classes will be posted in July!

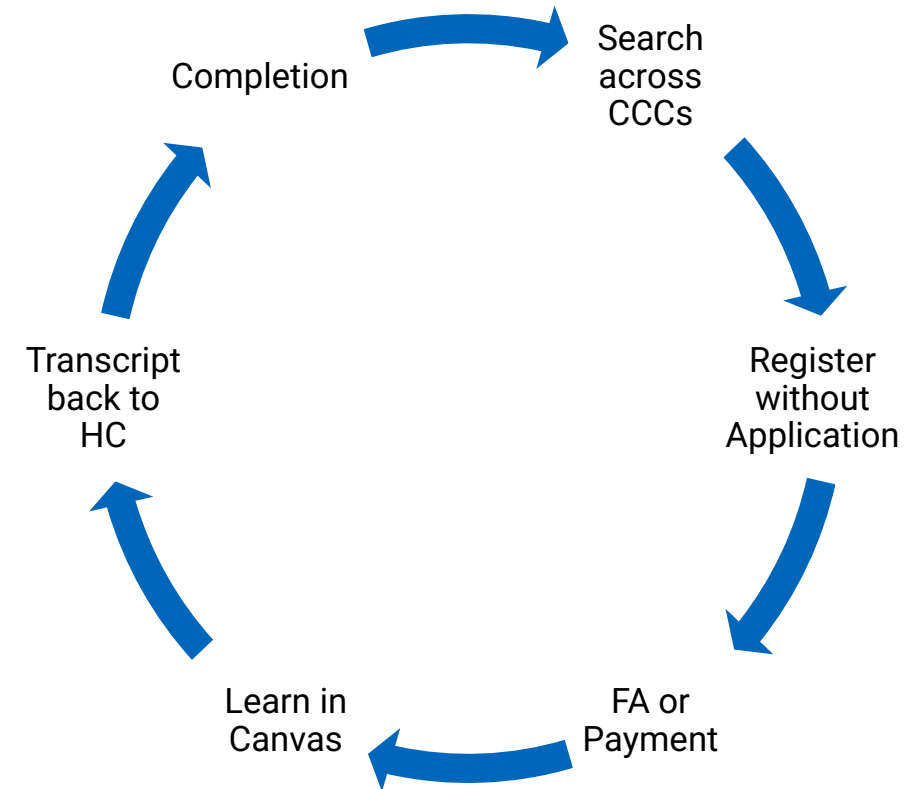
### Connect With Us

Excellent online education happens here!

Whether you are new to online teaching or an experienced instructor, CVC@ONE has resources that will help you take your classes to the next level!

# CVC EXCHANGE OVERVIEW

*The Exchange is an innovative, student-centered tool that allows students currently enrolled in any **Home College** to instantly enroll in online courses offered at **Teaching Colleges** without filling out a separate application.*



# STUDENT JOURNEY VIDEO

 California Community Colleges

California Virtual Campus

Student Eligibility | Transcripts | Financial Aid | About | Support

LOG IN

Educators Click Here >



## California Virtual Campus

Enroll in an online course at another California Community College without the hassle of filling out a separate application!

[STUDENTS START HERE](#)

Winter courses will start appearing on Monday, October 20 and spring courses on Monday November 3.

Students: Some course numbers have changed to match the statewide Common Course Numbering (CCN) system. When searching for fall 2025 classes, you may notice these new course numbers. Click this banner to learn more.

### How It Works

- 1 Search for online courses offered at other California Community Colleges when you can't find what you need at your own college.
- 2 Add the class you're looking for without filling out a new application.
- 3 If eligible, your registration will be confirmed within minutes!

HOME CALIFORNIA COLLEGE

☒ I currently attend a California Community College:

Cypress College

☐ I do not currently attend a California Community College.

SEARCH BY

☐ CSU BREADTH Requirements

☐ ICETC Requirements

☐ Cal-GETC Requirements

☐ Home College Course Name

☒ Keyword

COURSE CODE OR NAME


Enter a course code or name

Find Classes

 California Community Colleges

California Virtual Campus

# ADMIN DASHBOARD REVIEW

powered by  QUOTTLY

Settings ▾ Course Management ▾ Enrollment Management ▾ Course Search Reports ▾

Admin Help ▾ Profile Log Out

## Administrator Dashboard for CVC Exchange

### Settings

**Accounts**  
Create / Edit user accounts and view user account details such as role / attributes.

**Create User**  
Create new user accounts and set exchange, district and campus level permissions.

**Log History**  
Displays a record of all actions taken by Exchange, District and Campus administrators.

**Feature Healthchecks**  
Quick overview of general Exchange setup. Here you can easily check if some action is required.

**Self-Service Configuration Portal**  
Manage integration settings.

### Course Search Reports

**Saved Exchange Courses**  
This report displays the aggregate count of the courses that students saved to their dashboard.

**Saved Searches**  
This report displays the number of general education requirement and course searches that students save to their dashboard.

**Top Searches**  
This report displays the most common criteria used to filter by general education requirement, subject and course searches.

### Course Management

**Exchange Courses**  
Make courses visible or hide them from the student view.

**Sections**  
Make sections visible or hide them from the student view.

**Session Management**  
Configure your session details and import sections.

**CSV Validation**  
Preview results of a CSV import.

**Requirements**  
See available requirements.

### Cross Registration Management

**Enrollments**  
Review enrollments.

**Financial Aid Requests**  
View, Approve or Deny Financial Aid requests

**Term Transcript Report**  
Review transcripts to be sent to home colleges by term

**CCCApply Counts**  
Count of students who clicked to apply to another college through OpenCCC.

**Students**  
View basic student information.

California  
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Colleges

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# HOME COLLEGE RESPONSIBILITIES

## Technical Documentation: Home Colleges

- [College Admin Accounts](#)
  - *Update college accounts so the correct admins are notified of students requests, technical issues, etc.*
- [Student Eligibility](#)
  - *Ensure students have CCCApply applications on file and are in active status*
- [Student Residency Validation](#) / Approvals
  - *Validate student residency requests so students are charged correctly*
- [Financial Aid](#)
  - *Review Financial Aid requests either manually or through the CVC FA Workflow*
- [Transcripts](#)
  - *Process and evaluate transcripts throughout the term*

# TEACHING COLLEGE RESPONSIBILITIES: PHASE 1

## Technical Documentation: Teaching Colleges

- [College Admin Accounts](#)
  - *Update college accounts so the correct admins are notified of students requests, technical issues, etc.*
- [Session Management](#) (Term Setup)
  - *Set up each term in order to import courses and/or open registration on the correct dates*



# TEACHING COLLEGE RESPONSIBILITIES: PHASE 2

## Technical Documentation: Teaching Colleges

- [Self Service Configuration Portal \(Tuition Setup\)](#)
  - *Set up each term in order to charge students the correct tuition and fees*
- Student Welcome Email
  - *Update the student welcome email from your college to include updated information*
- [Enrollment/Registration](#)
  - *Use the CVC Exchange dashboard to monitor student registration requests and errors*
- [Canvas Access](#)
  - *Use the CVC Exchange dashboard to pull reports of students that need Canvas access*
- DSPS
  - *Provide DSPS assistance to students as requested*
- [Payment](#)
  - *Use the CVC Exchange dashboard to monitor student payments through payment processor*
- [CCPG](#)
  - *Review CCPG from students as requested*
- [Refunds](#)
  - *Provide refunds to students who have dropped courses within the refund deadline*
- [Transcripts](#)
  - *Send student transcripts to Home Colleges at the end of each course*

# COLLEGE CONTACTS

GROUP	FUNCTIONAL ROLE
CVC Primary Contacts	Project Lead 1
	Project Lead 2
CVC Exchange Contacts	Account Manager
	Platform Configuration Manager
	Admissions & Records Lead
	Financial Aid Director
	CMS/Canvas Administrator
	Transcripts Lead
	Pre-Requisite Lead
	Person Match Administrator
CVC PD Contacts	Peer Online Course Review (POCR) Lead
	Flex/Professional Development Coordinator
	Disabled Student Programs & Services (DSPS) Lead
College Administration	President
	VP Instruction
	Chief Technical Officer
	Chief Student Services Officer
	Chief Instructional Officer
	Public Information Officer

# SUPPORT RESOURCES

ADMINISTRATORS	
CVC Exchange Admin Homepage	<a href="https://www.cvc.edu/educators/exchange/">https://www.cvc.edu/educators/exchange/</a>
Admin Login	<a href="https://search.cvc.edu/exchange/admin/sign_in">https://search.cvc.edu/exchange/admin/sign_in</a>
College Documentation	<a href="https://cvc-oei.atlassian.net/wiki/spaces/CEADP/pages/2299035649/Overview">https://cvc-oei.atlassian.net/wiki/spaces/CEADP/pages/2299035649/Overview</a>
Self Support / FAQ / Videos	<a href="https://cvc.freshservice.com/support/solutions">https://cvc.freshservice.com/support/solutions</a>
Support	<a href="mailto:support@cvc.edu">support@cvc.edu</a>

STUDENTS	
CVC Exchange Homepage	<a href="https://www.cvc.edu/">https://www.cvc.edu/</a>
Student Login	<a href="https://search.cvc.edu/users/sign_in">https://search.cvc.edu/users/sign_in</a>
Self Support / FAQ / Videos	<a href="https://cvc.freshservice.com/support/solutions">https://cvc.freshservice.com/support/solutions</a>
Support	<a href="mailto:cvc.customersupport@parchment.com">cvc.customersupport@parchment.com</a>



# FUTURE TRAININGS

## CVC Exchange Training Opportunities

The CVC offers various Exchange training sessions throughout the year. All trainings are available on-demand on the [CVC Support Documentation & Videos](#) page. Colleges may also email [support@cvc.edu](mailto:support@cvc.edu) to set up individual trainings.

### Upcoming Trainings

#### EXCHANGE OVERVIEW

**Tuesday, October 14 at 1 PM**

Discover the nuts and bolts of the CVC Exchange, including resources and reports. All are welcome, but especially beneficial for Home College counselors.

[Click here to register](#)

#### ADMISSIONS & RECORDS

**Thursday, October 16 at 2 PM**

Review the admissions processes and procedures associated with the Exchange, and discuss common student errors.

[Click here to register](#)

#### ADMINISTRATIVE PROCESSES

**Tuesday, October 21 at 1 PM**

Understand the administrative processes - including, account management, tuition set up, and student payments - involved with the CVC Exchange. Recommended for both IT and student services.

[Click here to register](#)

#### FINANCIAL AID

**Thursday, October 23 at 2 PM**

Explore the financial aid request process and new dashboard. Intended for both financial aid teams and counselors.

[Click here to register](#)

#### TRANSCRIPTS

**Tuesday, October 28 at 1 PM**

Familiarize yourself with the new automated transcript process funded by the CVC! This training is especially beneficial for transcript evaluators and admissions/records teams.

[Click here to register](#)

<https://www.cvc.edu/educators/exchange/exchange-training/>

# QUESTIONS

# THANK YOU!

**CVC Exchange Support**

[support@cvc.edu](mailto:support@cvc.edu)



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