

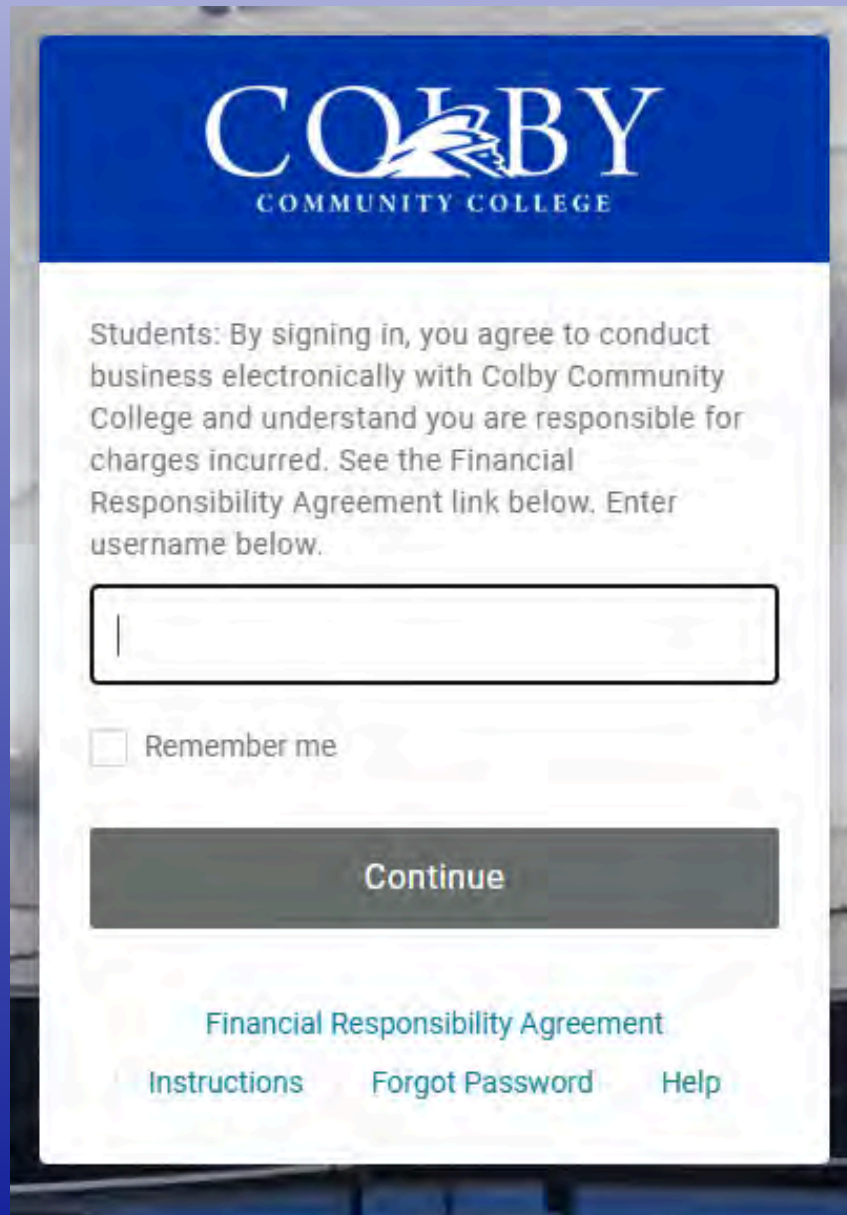
STEP 1:

Go to www.colbycc.edu, in the top left corner you will see the words "ePortal" click it!



STEP 2:

Enter your school email address and password that was provided in your acceptance email. The email address should be formatted as `firstname.lastname@trojans.colbycc.edu`.
EX: If your first name is Tommy and your last name is Trojan your email address would be `tommy.trojan@trojans.colbycc.edu`



The image shows a screenshot of a web page for Colby Community College. At the top, there is a blue header with the college's logo, which includes the word "COLBY" in a large serif font, a stylized eagle graphic, and the words "COMMUNITY COLLEGE" below it. The main content area is white and contains the following text: "Students: By signing in, you agree to conduct business electronically with Colby Community College and understand you are responsible for charges incurred. See the Financial Responsibility Agreement link below. Enter username below." Below this text is a rectangular input field for the username. Underneath the input field is a checkbox labeled "Remember me". At the bottom of the form is a dark grey button with the word "Continue" in white text. Below the button, there are three links: "Financial Responsibility Agreement", "Instructions", "Forgot Password", and "Help".

COLBY
COMMUNITY COLLEGE

Students: By signing in, you agree to conduct business electronically with Colby Community College and understand you are responsible for charges incurred. See the Financial Responsibility Agreement link below. Enter username below.

Remember me

Continue

[Financial Responsibility Agreement](#)
[Instructions](#) [Forgot Password](#) [Help](#)

NAVIGATING AWARDSPRING

Awardspring can be used to apply to scholarships that are offered through CCC. It is highly recommended you fill out the general application. Filling out the general application will help funnel in applications that are a good fit for you and what you are studying.

COLBY
COMMUNITY COLLEGE

Bob

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AWARDSPRING

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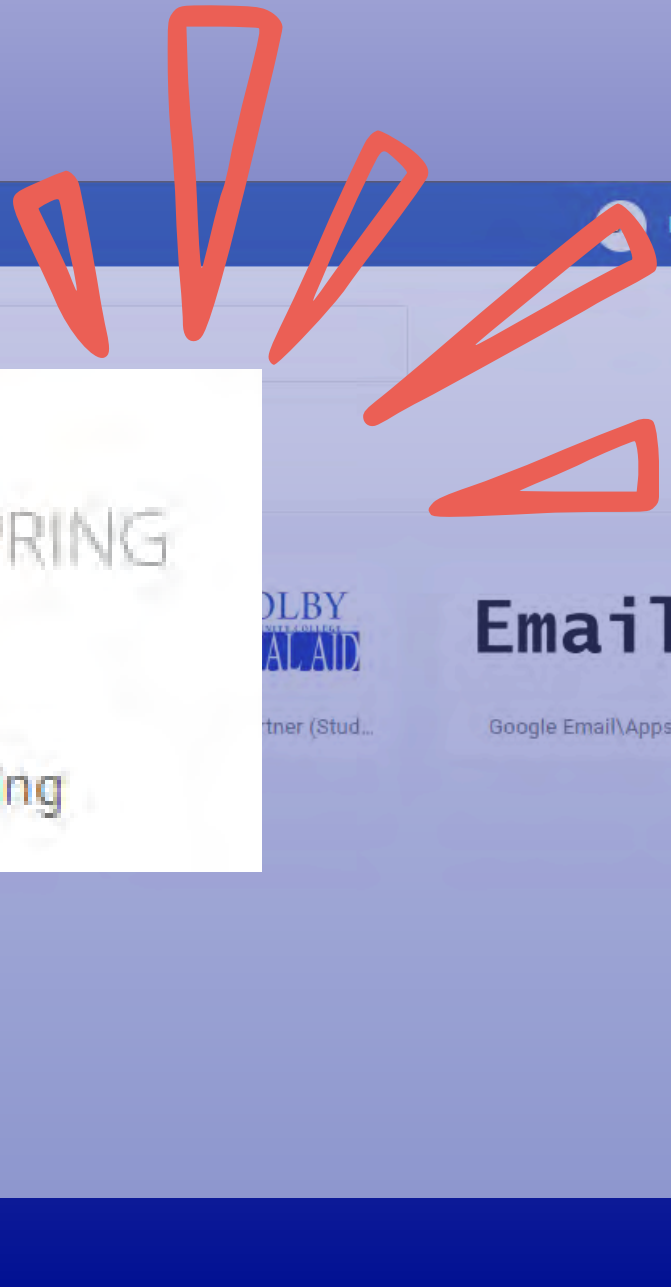
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Awardspring



NAVIGATING AWARDSPRING

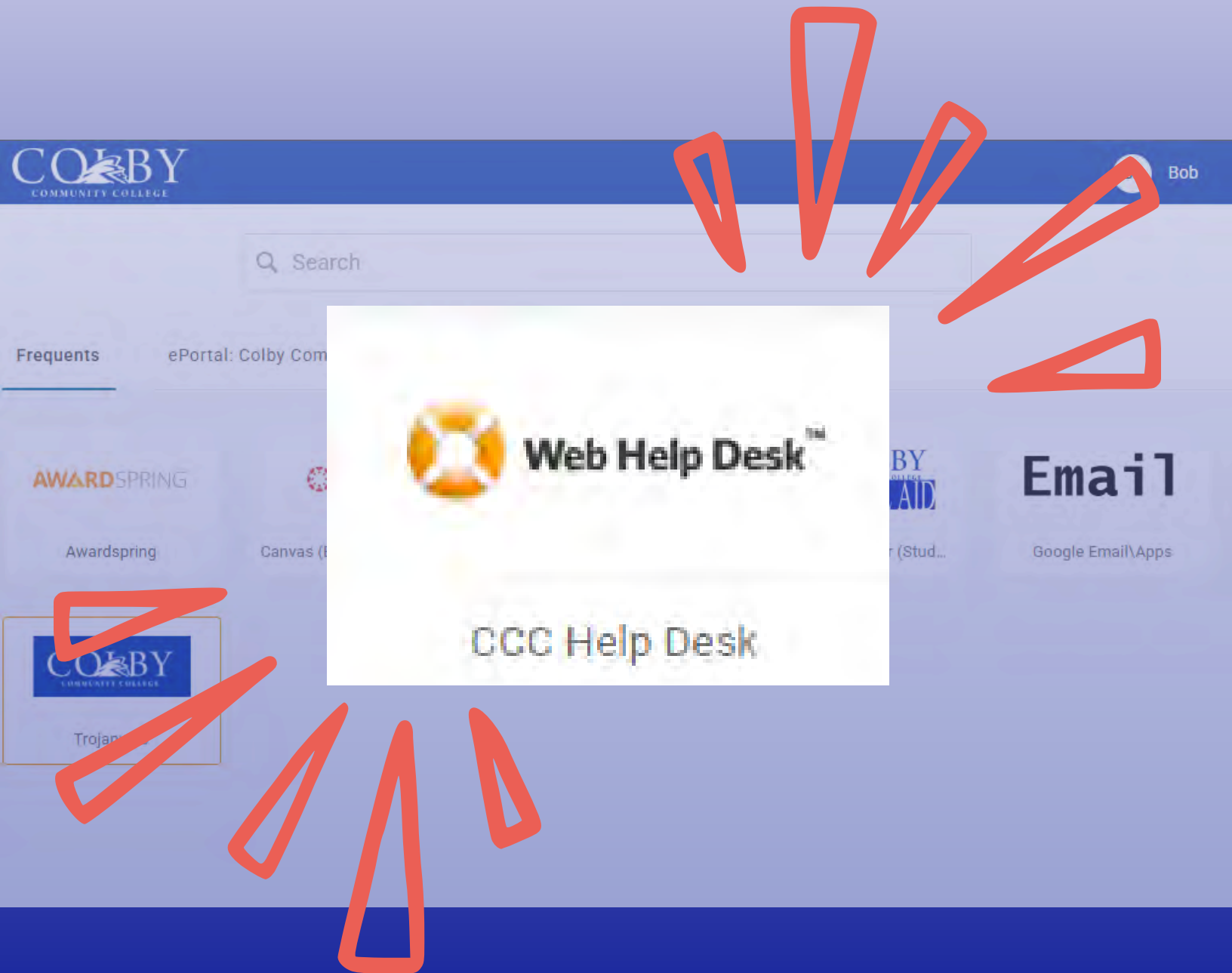
The screenshot shows the Awardspring dashboard for a user named Bob. On the left is a navigation menu with options: Dashboard, Scholarships, and Application. The main content area is titled "Welcome Bob!" and features a blue box with the heading "Complete Application". The text inside the box says: "Fill out your application to unlock opportunities." and "Once you finish the application, we will automatically match you to all opportunities you're eligible for." Below this text is a progress bar showing "Progress: 0%" and a large "APPLY" button. To the right of the blue box, it says "You have 1 item(s) to complete". Below this is a list item for "Application" with a due date of "Due 6/1/2025" and a "Complete" button.

Awardspring can help you find scholarships not only based on what you are studying but also by your ACT/SAT scores, GPA, and much more! Check back periodically for follow up once you fill it out! Priority deadlines are December 31st and February 15th.

Have questions? You can contact scholarships@colbycc.edu for assistance!

NAVIGATING CCC HELP DESK

The CCC Help desk is where you can submit tickets to the CCC IT team and maintenance team.



NAVIGATING CCC HELP DESK

Filling out a request form will open a ticket, this will notify either department, depending on your situation, and they can start working on resolving whatever issue you maybe experiencing. The IT department can assist with log in issues and more. The maintenance can offer assistance if you're having issues in your dorm.



The screenshot shows the top navigation bar of the Colby Community College Information Technology Help Desk. The header includes the Colby Community College logo and the text "COLBY COMMUNITY COLLEGE Information Technology Help Desk". Below the header is a navigation menu with links for "Request", "History", "FAQs", "Messages", and "Profile". The "Request" link is highlighted. The main content area is titled "Help Request" and contains a form with the following fields:

- Request Type**: A dropdown menu.
- Subject**: A text input field.
- Request Detail**: A large text area for describing the issue.
- Location**: A dropdown menu.
- Room**: A dropdown menu.

At the bottom of the form are two buttons: "Save" and "Cancel".