

College Central Network (CCN) Login Instructions

College Central Network can be utilized by both students and alumni for job searching and other services. To review the jobs that are posted by Goodwin College staff and employer contacts, follow these instructions:

1. Sign into your College Central Network account; if you have **never** signed onto your account, do the following:
 - a. Go to: www.collegecentral.com/goodwin
 - b. Click on "Students" or "Alumni"
 - c. Click on "Pre-registered? [Activate](#) your account!"
 - d. Enter a User ID: (**IMPORTANT: Goodwin College requires that you use your STUDENT ID as your USER ID**) Example: ES00003547
 - e. Create a Password and then Re-enter your Password
 - f. Click on "Submit"
 - g. Update your registration information (fill out all mandatory fields)

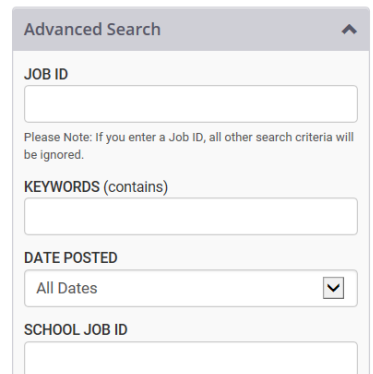


The screenshot shows a login interface with two input fields: "User ID" and "Password". Below the fields is a blue "Sign in" button. Underneath the button are four links: "Forgot your User ID?", "Forgot your Password?", "Pre-registered? [Activate](#) your account!", and "Not registered? Sign up!". At the bottom is a grey "Create Account" button.

2. Once signed into your account click on "Search-My School's Jobs" which is located at the top of the page.

Search – My School's Jobs

3. To narrow your search you can manipulate the search parameters. If you're looking to view a particular job and have the "JOB ID" number, you can input it into the first field in the "**Advanced Search**" section on the right.



The screenshot shows an "Advanced Search" form with the following fields:

- JOB ID:
- Please Note: If you enter a Job ID, all other search criteria will be ignored.
- KEYWORDS (contains):
- DATE POSTED: (dropdown menu)
- SCHOOL JOB ID:

4. Once you've selected a job to view, click on the Job Title and it will open to a detailed description of the job. If you are interested in applying, click on the "Apply Now" button or the link to the Employer's Home Page. **Not all jobs will link directly to an application page.**

Questions?!

Contact: CareerServices@goodwin.edu

College Central Network Website: www.collegecentral.com/goodwin

