



Checklist for College Credit Plus (CCP)

Please note that in order to participate in CCP you must first watch an [informational video presentation](#) and complete a [Letter of Intent](#). If you have not completed this step by April 1st, please see your school counselor for a waiver.

<input type="checkbox"/>	Talk to your school counselor <ul style="list-style-type: none"> • Choose a college to enroll at for CCP • Discuss what course(s) would be appropriate to take/verify graduation requirements are being met
<input type="checkbox"/>	Fill out CCP Application and complete essay <ul style="list-style-type: none"> • CCP applications are online on the college's website • Write the essay in advance and copy/paste to application
<input type="checkbox"/>	Turn in supporting documents <ul style="list-style-type: none"> • Student Questionnaire • Permission Slip • Recommendation Form/Letter (if requested) • High School Transcript (sent by the counselor) • Other documents as requested by college
<input type="checkbox"/>	Follow college's guidelines for assessments <ul style="list-style-type: none"> • Send any ACT/SAT/Accuplacer scores that you already have (if desired) • Schedule assessments to be taken on your own time either in person or online
<input type="checkbox"/>	Notify your school counselor once you have been admitted <ul style="list-style-type: none"> • Forward copy of packet/email
<input type="checkbox"/>	Determine what courses you will take <ul style="list-style-type: none"> • Students must start with Level I courses for their first 15 credits. See examples on the college's website. <ul style="list-style-type: none"> ○ Exceptions may be made for students to continue with courses in the same subject, test directly into

	<p>a Level II course, or have earned the required scores on AP/IB course exams</p> <ul style="list-style-type: none"> • Once students have completed their first 15 credits, they can move on to Level II courses. See examples on the college's website. • Verify courses with school counselor prior to enrollment.
<input type="checkbox"/>	<p>Set up your account/email with the college</p> <ul style="list-style-type: none"> • Once admitted, you are now considered enrolled at the college and all communication will be sent to your college email address or put in the college portal. It is important that you activate your accounts immediately. • Check your college email regularly for announcements, additional steps, or requirements such as residency, selective service, etc
<input type="checkbox"/>	<p>Schedule any necessary orientations or meetings with the college academic advisor. This is how scheduling will occur.</p>

Visit the Higher Education Partnerships [website](#) for more information.

