

Cincinnati State Technical and Community College

College Credit Plus – Application for Admission

Instructions

Application Deadlines for CCP Students:

- **For Fall Semester Enrollment** - Cincinnati State requires that all CCP application materials (including appropriate test scores) be submitted by **May 1** of that year.
- **For Spring Semester Enrollment** – Cincinnati State requires that all CCP application materials (including appropriate test scores) be submitted by **October 1** of the preceding year.

Step 1: Discuss enrollment in College Credit Plus with your high school guidance counselor to determine if the program is right for you. Refer to “Student Eligibility” below.

Step 2: Complete the Cincinnati State College Credit Plus application, and submit it to the CCP address indicated on the CCP Application Form. Submission of the application includes a high school transcript and qualifying ACT, SAT, COMPASS, Accuplacer or other equivalent scores. NOTE: If ACT, SAT, COMPASS, Accuplacer or other equivalent test scores have not been taken, the College can arrange to have the COMPASS test taken to determine college readiness.

Step 3: Letter of Acceptance - you will receive a letter of acceptance with instructions on how to access your student accounts and registration instructions for the specific course(s) in which you are approved to enroll. Your acceptance letter will provide information about how to access mandatory advising designed to help you with your course selection. You will be notified of any mandatory orientation session either on campus at Cincinnati State or at your local high school depending on where you will take your college course.

Step 4: Meet with your high school guidance counselor to assure your class choices fulfill your high school graduation requirements. Make arrangements to then meet with your Cincinnati State advising representative to discuss your college course selections and how they are applicable to various degree program offerings.

Step 5: Complete the course registration process (either online or by paper registration) by the stated deadlines associated with each semester as directed by your CCP Advisor. If registering for an online course, a mandatory “How to Take an Online Course” Workshop will be required before the semester begins.

Step 6: Obtain all required textbooks and study materials prior to the first day.

Student Eligibility

Students in grades 7-12 can apply for College Credit Plus. Cincinnati State will admit you based on your college-readiness in one or more subject areas. Your school counselor can help you understand the available options, deadlines, and how to proceed. You may not participate in the College Credit Plus program beyond your anticipated high school graduation date.

To be accepted and enroll in courses for CCP, students must meet one of the following requirements for each of the subject areas:

English & Social Sciences:

- Successful completion of two units of College Prep English/ Language Arts with a minimum of a B average and the high school's recommendation, OR
- An ACT sub-score of 18 in English and 21 in Reading, or score college ready on COMPASS

Math & Science:

- Successful completion of Algebra II or its equivalent with a minimum of a B average and the high school's recommendation, OR
- An ACT sub-score of 22 in Math, or score college ready on COMPASS

Technical Courses:

- Other requirements may be identified specific to each course.

NOTE: Some courses have other specialized pre-requisite requirements that will be indicated in the course description information.



For Students Applying to the CCP program for the:

Year: _____ Semester: _____

Method of Course Delivery:

In High School On Campus/Online

Check one: **OPTION A** college credit ONLY

OPTION B college credit AND high school credit

This information enables us to create a student record for you and is also used to determine residency for tuition purposes. Consecutive residency, Student State Identification Number assigned to public school students (SSID) and Expected Graduation Year information is required for College Credit Plus; failure to complete this form fully could result in assessment of non-resident fees and/or delay in processing. Students who are non-U.S. citizens must submit a copy of their visa or permanent resident card with a valid expiration date.

Last Name _____ First Name _____ Middle Name _____

Home Address _____ Apt. # _____

City _____ State _____ Zip Code _____ County (i.e. Hamilton) _____

Area Code _____ Home Phone Number _____

Area Code _____ Student Cell Phone Number _____

Date of Birth: (mm) _____ (dd) _____ (yyyy) _____

Social Security Number: _____ - _____ - _____

E-mail address: _____

Parent/Legal Guardian Name _____

Parent/Legal Guardian Phone Number _____

High School _____

Anticipated Graduation Year _____

Principal _____

School Counselor _____

Have you taken a course for credit through Cincinnati State Technical and Community College before? Yes No

If yes, when and at what location? _____ If yes, list your student ID number if you know it _____

Are you a resident of Ohio? Yes No If yes, how long? _____ Years _____ Months

Are you a US citizen? Yes No

If you are not a US Citizen, please complete the following. Country of citizenship: _____

Type of Visa: _____

Immigration/VISA status: _____

Are you applying for resident alien status? Yes No

Are you a resident alien? No Yes, Card# _____

Have you been issued an Employment Authorization Card? No Yes, Card # _____

The information in this box is required in order that we may demonstrate this institution's compliance with Title VI of the 1964 Civil Rights Act. This information is protected under the Federal Privacy Act. If you choose not to respond please initial here. _____

Gender: Female Male Race: African American/Black American Indian or Alaskan Native Asian Hispanic and/or Latino Native Hawaiian or Pacific Islander White Other

To be signed by the Applicant:

I understand all of the options available to me under the College Credit Plus program. I give Cincinnati State permission to release information concerning my enrollment or grades in the College Credit Plus program to my parents or guardian, my guidance counselor, principal, the District Superintendent, and the State Superintendent of Public Instruction.

I certify that the information I have provided on this application is complete and accurate to the best of my knowledge. I understand that misrepresentation of facts on this application may be cause for refusal of admission to the College Credit Plus program. By signing and dating this application, I agree to abide by the policies and regulations of the College and allow Cincinnati State to release my academic records to my high school.

Student Signature _____ Date _____

This application will not be processed without the required signatures. All fields are required unless otherwise noted. PLEASE PRINT

To be signed by the Parent or Legal Guardian: *I understand all of the options and ramifications involved in the participation of the CCP program. I also understand that if my son or daughter withdraws, stops attending and/or fails any course, I may be held financially responsible for the cost of all tuition, fees, books, and materials that are applicable at the time the course(s) is dropped, per the policy of the high school district.*

Applicant Name _____

Parent/Legal Guardian Signature _____

Date _____

To be completed and signed by the High School Guidance Counselor or High School Principal: *I have advised this student and his/her parents or legal guardian of all the available options and ramifications involved in the College Credit Plus program. I acknowledge that I have received the student's intent to participate form and have discussed with the student academic eligibility requirements and high school graduation requirements. I certify the attached transcripts and that the student is recommended to participate in the CCP Program based on meeting the following requirements:*

- Recommends student completes the COMPASS test in order to determine course placement and eligibility
- Student has received the following ACT sub-scores: 18 + in English 21 + in Reading 22 + in Math
- Student has completed the following high school courses with a B average:
 - 2 units of College Prep English/Language Arts
 - Algebra II or equivalent
- Counselor recommendation based on: _____

Student's grade point average based on a 4.0 scale: _____

Student's class status as of the next academic year:

- 7th Grade 8th Grade Freshman Sophomore Junior Senior

High School IRN # _____

Student State Identification Number _____

High School Name _____

High School Street Address _____

City _____

State _____

Zip Code + 4 _____

Counselor/Principal Name _____

Counselor/Principal email address _____

Telephone _____

Counselor/Principal Signature _____

Date _____

Please Return CCP Application Form:

**CCP ADMISSION
Cincinnati State Technical & Community College
3520 Central Parkway
Cincinnati, OH 45223**