

Evergreen Local Schools Checklist for Participation 2017-2018 School Year



STEP 1: Attend the mandatory College Credit Plus Counseling and Information Meeting before February 1, 2017 with a parent/guardian.

_____ **STEP 2:** Return the Evergreen High School CCP Intent-to-Participate form to the EHS Counseling Office by **April 1, 2016**.

_____ **STEP 3:** Meet with a representative from the institution(s) of higher education to discuss what steps and requirements you must complete to participate in College Credit Plus. This may include orientations, college placement testing, meetings with advisors, online readiness assessments, etc. It is up to the student to determine what is required.

_____ **STEP 4:** Decide which college course(s) you want to take by looking at the institution of higher education's course catalogue or meeting with your college advisor. Complete any registration forms provided by the institution of higher education and submit to the EHS school counselor to sign if necessary. Any course taken for a specific graduation credit must be pre-approved by the high school counselor before a student can enroll into it.

_____ **STEP 5:** Return any necessary, signed registration forms to the institution of higher education. Turn in a copy of your finalized college schedule to the EHS Counseling Office by **June 2 for summer term, August 4 for fall semester** and by **December 22 for spring semester**.