

# College Credit Plus CHS Procedure- Step by Step

**Step 1-** Come to CCP/ AP student/parent meeting in November of student's sophomore year.

**Step 2-** Check requirements for admittance to college courses and/or College/University (ex. Wayne College or Stark State). Check Chippewa High School requirements. This includes student GPA, ACT scores, and placement test scores.

**Step 3-** Take ACT by February of sophomore year.

**Step 4-** Schedule your courses by signing up on Chippewa High School course selection sheet for the CCP courses you would like to take.

**Step 5-** Meet with a Chippewa High School Counselor to plan and check requirements.

**Step 6-** Receive and complete an application packet from the Guidance department. This packet will be delivered to the student around spring break. The packet will include links to online applications to Kent State Stark, Stark State and University of Akron as needed. Chippewa uses all three of these Universities at this time. The packet will also include additional paperwork needed by the individual schools. **The packet should be returned to the Guidance office by the due date.**

**Step 7-** Receive an admission letter from Kent State Stark, Stark State and/or the University of Akron confirming your admittance to receive college credit.

**Step 8-** Go to any mandatory orientation sessions at the College or University.

***The following additional steps are for students taking CCP classes away from Chippewa High School.***

Follow Steps 1-7 above

**Step 9-** Meet again with a Chippewa High School Counselor for a list of courses to sign up for at the College/University.

**Step 10-** Schedule a meeting with the College/University advisor to schedule your courses and attend orientation if necessary.

**Step 11-** Bring a copy of your College/University schedule to the guidance office as soon as possible.

**Step 12-** Sign up for Message Made Easy (class of 20xx and Guidance page) AND fill out the Guidance contract for CCP away from campus.

