Columbus State College Credit Plus Program

2016-2017 APPLICATION AND ADMISSIONS PROCESS for PUBLIC SCHOOL STUDENTS

All middle school and high school students who intend to take courses through the Dual Credit (College Credit Plus) program at Columbus State Community College must follow the admissions steps outlined below. If you HAVE NOT already submitted an application to the college, please begin at Step One. If you HAVE already submitted an application, please begin at Step Two.

STEP ONE—APPLY

► Complete a Columbus State Admission Application—select “Taking Classes While in Middle School/High School”.
► IMPORTANT: It takes 24-48 business hours after application submission to receive a Cougar ID# via email, which is required in order to take the COMPASS Placement Test.

STEP TWO—TEST

► Take COMPASS® Placement Test and/or Submit ACT scores to Columbus State. Scores must be in our system no later than Testing Deadline (see Admissions Calendar on reverse side). You must have a Photo ID in order to take the COMPASS Placement Test at Columbus State.
  ▪ If you have a documented disability or are on an IEP and would like to see if you qualify for testing accommodations, please contact Disability Services at 614-287-2570.
► If you do not obtain the required scores for placement levels (in Mathematics, Reading, and/or English) into the course(s) you wish to take, you may retake the COMPASS® Placement Test one time per academic year (July 1st - June 30th) while you are in high school. Please see Retest Information (http://www.cscd.edu/services/compass/retest.shtml)
► “We cannot accept ACT scores from the high school transcript”. They must be sent directly from ACT (Columbus State’s ACT School Code is 3261) or emailed to collegecreditplus@cscd.edu. We must have a copy of the official student or school report.
  ▪ IMPORTANT: If you choose to submit ONLY ACT scores, you must score at minimum 18+ in English, 21+ in Reading, and 10+ in Math. Otherwise, you will be required to take the COMPASS® Placement Test.

STEP THREE—SUBMIT REGISTRATION CONSENT FORM

► The Registration Consent Form must be signed by you and your parent/guardian and then returned to Columbus State. This form is available on the Dual Credit webpage under “Forms and Important Documents”.

STEP FOUR—ORIENTATION, ADVISING, AND REGISTRATION

► Orientation: All College Credit Plus students will be required to participate in College Credit Plus Orientation after they have been officially accepted to Columbus State. Advising: All College Credit Plus students will have the opportunity to meet with a College Credit Plus advisor to discuss pathways and select courses. Registration for students taking courses on campus and/or online: Students will work with a CC+ Advisor to register for courses. Registration for students taking courses at the high school (Autumn and Spring ONLY): Columbus State will register students based on roster provided by the high school) (CC+ Summer 2016 Registration begins February 15, 2016, Autumn 2016 Registration begins April 18, 2016, and Spring 2017 Registration begins October 17, 2016)

ADDITIONAL IMPORTANT INFORMATION

► Only students who meet the Ohio Residency requirements are eligible for College Credit Plus funding.
► Admission to Columbus State does not guarantee admission to a specific program or course. Students must meet course placement and/or prerequisites for all courses. Prerequisites will NOT be waived. Pre-college courses are not eligible for College Credit Plus funding.
► The Dual Credit (College Credit Plus) Office will communicate with you throughout the admissions process to let you know your next steps. This will be done via email, using the personal email address you used to complete the admissions application. It is very important that you check your email throughout the admissions process.
► The Dual Credit webpage (http://www.cscd.edu/community/dual-credit) is very helpful in answering many of your questions. You may also email your questions to collegecreditplus@cscd.edu (Please allow up to 2 business days for a response).
Columbus State Dual Credit Program
College Credit Plus

Admissions Calendar 2016-2017

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<th>Term</th>
<th>Priority Application Deadline</th>
<th>Final Application Deadline</th>
<th>Testing Deadline</th>
<th>Course Registration Deadline</th>
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<tr>
<td>Autumn Semester 2016</td>
<td>May 9, 2016</td>
<td>August 8, 2016</td>
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<td>Spring Semester 2017</td>
<td>December 26, 2016</td>
<td>January 9, 2017</td>
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For more information:
Website: [http://www.cscc.edu/community/dual-credit/](http://www.cscc.edu/community/dual-credit/)
Email: collegecreditplus@cscc.edu
Phone: 614-287-5349