

College Credit Plus Application Process

February 1- April 1

1. Apply to the college's CCP program as indicated below
 - a. Art History, College Algebra, and Statistics (offered at McNick)- Cincinnati State
<https://www.cincinnati-state.edu/ccp-new-applicants/>
 - b. Early IT and Engineering courses (offered at McNick)- University of Cincinnati
<https://www.uc.edu/aas/ccp/apply.html>
 - c. Offered on the college campus (online or in-person)
Use links provided above for Cincinnati State or University of Cincinnati
 - d. Dual enrollment is slightly different for Kentucky residents
See your school counselor for help with this application process

2. Funding Application
 - a. Ohio parents will have to complete a funding application to receive funding from the state of Ohio (so you don't have to pay out of pocket)
 - b. This can be done by creating an OH-ID account
<https://ohid.ohio.gov/wps/portal/gov/ohid/login/>
 - c. Then use that OH-ID to login to the SAFE Portal for the Ohio Department of Education, and begin the CCP Funding Application in the OH|ID Portal
<https://safe.ode.state.oh.us/portal>
 - d. The CCP Funding Application Manual can be found here
<https://education.ohio.gov/getattachment/Topics/Ohio-Education-Options/Private-Schools/College-Credit-Plus-for-Nonpublic-School-Families/College-Credit-Plus-Funding-Application-Manual-2024-2025.pdf.aspx?lang=en-US>
 - e. The funding application requires a college acceptance before you can finish it
You can start the funding application, but cannot submit it until you have uploaded the college acceptance
 - f. Each course you take will typically be worth 3-4 credit hours, so request the correct number of credit hours for funding based on the amount of courses you will take
 - g. Credit hours for embedded courses offered at McNick are:

Cincinnati State	Credits		University of Cincinnati	Credits
Art History	3		Computer Networking	3
College Algebra	4		Fundamentals of Web Development	3
Statistics	3		Computer Programming 1	3
			Systems Administration	3
			Database Management	3
			Foundations of Engineering Design & Thinking I	3
			Foundations of Engineering Design & Thinking II	3

- h. Check the college's course catalog for credit hours of courses taken on campus
- i. Funding is for the school year (summer, fall & spring semesters)
- j. Funding must cover the entire cost of the course or you will have to self-pay
- k. Kentucky families pay out of pocket for dual enrollment courses

3. Receive Funding or Pay Out of Pocket
 - a. After you complete your funding application, you will receive a letter in your OH|ID Portal by May 1 with the award details
 - b. The funding award letter must be submitted to the college you are attending for CCP: susan.kowalski@cincinnati.state.edu or ccp@uc.edu
 - c. If you do not complete the funding application or do not receive funding from the state, you will pay out of pocket
 - i. Cincinnati State = \$41.64 per credit hour
 - ii. University of Cincinnati = \$125 per credit hour
 - iii. This is paid directly to the institution
 - iv. Tuition statements will be sent to the student's university email address

College Credit Plus Registration Process

Once accepted to the college's CCP program
Each semester courses are taken

1. At McNick- Cincinnati State
 - a. Add the course to your high school schedule
College Algebra and Statistics are year-long courses
Art History is a semester course
 - b. McNick will send a list of students enrolled in each course to Cincinnati State
 - c. Cincinnati State will register you for the college course section(s)
 - d. New students should watch the on-demand CCP 101 video using the link sent with your decision email
2. At McNick- University of Cincinnati
 - a. Add the course to your high school schedule
 - b. All UC embedded courses are semester-long
 - c. McNick will send a list of students enrolled in each course to UC
 - d. UC will register you for the college course section(s)
 - e. New students should attend a virtual, self-paced orientation in Catalyst
3. On campus online or in person classes- Cincinnati State or University of Cincinnati
 - a. Check college issued email for information from the college
 - b. All students new to CCP must first attend a virtual orientation which will provide information about many things including course registration
 - c. All students must meet with their advisor each semester before registering
 - d. Students are responsible for registering for their own classes each semester
 - e. Students register online through the college's platform, at the time designated by the college
4. Please note- UC students who have only taken embedded courses (at McNick) through UC but now intend to take courses on-campus/online will need to complete a Change of Modality Form <https://form.jotform.com/202934570655055>

College Credit Plus Grades

At course completion for all modalities
Quarterly for courses taken at McNick

1. At McNick- Cincinnati State or University of Cincinnati
 - a. Students' grades will appear on their McNicholas High School quarter report card and be included in their quarter GPA for Honor Roll eligibility
 - b. CCP course grades are weighted
 - c. Upon completion of the course, the college will record the final grade
 - d. They will convert the numerical grade given at McNick to a letter grade based their grading scale
 - e. Students may then request their college transcript directly from the college

2. On campus- Cincinnati State or University of Cincinnati
 - a. Upon completion of the course, the college will provide the final course grade to McNicholas High School
 - b. McNick counselors will convert the letter grade to the corresponding numerical grade and add it directly to the student's high school transcript
 - c. CCP course grades are weighted
 - d. Since we only receive final grades from the colleges, students will not receive quarter grades for these courses; therefore, CCP courses taken on campus do not count toward Honor Roll eligibility
 - e. Students may request their college transcript directly from the college