College Credit Plus - Next Steps!

1. **Discuss with Your Family whether or not taking CCP fits into your Four Year Plan.** Being prepared for CCP is much more than being academically ready. CCP is a student-driven program where students are expected to be responsible for adhering to deadlines, communicating directly with the college, and having the social/emotional maturity to start their college journey while still in high school. Not every student is ready for this program and that is OKAY!

2. **Complete a paper copy of the:**
   INTENT TO PARTICIPATE FORM and Counseling Session for CCP Participation
   Deadline to submit is **April 1st, 2025**
   This deadline is for the entire year (Summer 2025-Spring 2026). If you do not complete this form prior to the April 1 deadline, you will have an opportunity to complete the intent form by November 1st* for the Spring semester only.
   This is new as of the 25-26 school year

   Reminder: A new intent form must be completed EACH year that a student intends to take CCP courses.

3. **Time to apply!**
   - **a.** Go to the college's website (ex: https://www.bgsu.edu/college-credit-plus.html) to start the application process. Make sure you are applying as a College Credit Plus student. Buckeye Central has contracts with BGSU and NCSC, but students can use other state colleges if they choose.
   - **b.** Do NOT use your school email address when creating your username and password *(for some reason application systems do not like student email addresses)*
   - **c.** Some colleges will send you a verification email to your email address before you can continue.
   - **d.** Complete the entirety of the College Credit Plus application. If a student begins an application but leaves it 'In Progress' this means it has not been officially submitted and cannot be processed in a timely manner.
   - **e.** If the college wants you to provide an ACT score or take a placement test, it is the student's responsibility to either send their score to the college or schedule a time to take the placement test through the college. Sometimes this can be done remotely; sometimes it requires a student to test in-person. This will be up to the individual college.

4. **CHECK YOUR EMAIL!** Colleges will let you know whether or not they may need additional information from you in order to determine whether or not you are eligible to participate in the CCP program.

(see other side)

5. **Inform the CCP Coordinator!** It is important to let Mrs. Close know which college(s) you applied to so she can provide your academic information to the college. CCP Coordinators do **NOT** receive notifications from the college when a student submits a CCP application. *It is crucial that you tell the CCP Coordinators in a timely manner to avoid delays in the processing of your application.*
    a. Please note that CCP Coordinators are not able to send your academic information to the college until you have completed both the Intent to Participate Form and the Counseling Session Form.
    b. If you plan to take a CCP course that is hosted on the Buckeye Central campus, please let Mrs. Close know so she can add you to the correct rosters.
6. **Are You Ready to Register?** Once you have been accepted into the CCP Program, you should be able to register for the CCP approved class *(listed as Level 1 courses through the college)* you are interested in taking.
    a. Sometimes colleges will require you to complete an eLearning tutorial PRIOR to registering for online courses. This will be communicated to you directly from the college either via email or through the college's CCP website.
    b. It is important to check whether or not you have met potential prerequisites for a college course. Sometimes just because you qualify to participate in CCP, does not mean you qualify to participate in certain courses. You can check directly with the college to determine eligibility for specific college courses.
7. **Order Textbooks:** Please give Mrs. Close your ccp schedule from your college account so she can order your textbook/materials. Required CCP texts are paid for by the school district. All used textbooks must be returned at the end of the course to the Learning Resource Center.

Mrs. Close, School Counselor
cclose@bcbucks.org
419-492-1021

ALL RESOURCES ARE AVAILABLE ON THE BUCKEYE CENTRAL WEBSITE!

https://www.buckeye-central.org/

Go to High School and click the School Counseling link.