



## College Credit Plus Permission Form Instructions

Students can access the College Credit Plus (CCP) permission dynamic form through their application portal. If you're unsure how to access your application portal, reference one of the following emails to find a link.

- Thanks for applying to Kent State University
- Kent State University decision available

Once in the application portal, click on the "CCP Permission Form" link in the application checklist.

### APPLICATION CHECKLIST

APPLICATION SUBMITTED: 04/02/2025

These are the items that are needed to complete your application. Please read carefully to determine if they are required or optional.

| Status     | Details                                                  | Date       |
|------------|----------------------------------------------------------|------------|
| ✓ Waived   | Application Fee Not Required                             | 04/02/2025 |
| ✓ Received | High School Transcript, CCP for beaver local high school | 11/17/2025 |
| ✗ Awaiting | CCP Permission Form                                      |            |

This link will take you to the CCP Permission Dynamic Form login page. To begin, setup a Dynamic Forms account by clicking the "Create New Account" link.

Log In

Sign in to complete the **CCP Permission Form** form as requested by **Kent State University**.

User Name or Email Address

Password

Log In

[Create New Account](#) [Forgot Your Password?](#)



Once your account has been set up, login to the Dynamic Form to begin the process. The form requires the following:

- Legal First Name
- Legal Last Name
- Phone Number
- Address (Street, City, State, Zip)
- Date of Birth
- Parent/Guardian Email Address
- Name of Middle/High School
- Current Grade Level
- Parent/Guardian First Name
- Parent/Guardian Last Name

Once all of the above information has been entered, you'll be directed to provide your signature and date. The form will then be sent to your parent/guardian via the email address you provided. **Your parent/guardian will also need to create a new account using the steps above to access the form.** Once your parent/guardian completes the form, it will automatically be added to your application checklist and considered complete.

If your parent/guardian fails to receive an email, please confirm that the email address you provided is correct. You can also contact the Kent State CCP office at [ccp@kent.edu](mailto:ccp@kent.edu) for assistance.