

**Pueblo County HS Concurrent Enrollment Interest
Checklist**
Checklist for Counselors and Students

Student: _____ Student Date of Birth: _____

District 70 Email: _____ Non District 70 Email: _____

Counselor: _____

Steps to Apply:

- ☐ **Qualify in the following ways:**
 - ☐ **Up to date on credits required for a high school diploma.**
 - ☐ **Have a cumulative GPA of at least 2.5**
 - ☐ **Demonstrate college readiness based on test scores for courses in math and English. Skills based trades such as welding will not require a minimum test score, but still require completion of the exam. Submit scores to the counselor.**
 - **Math** _____ **English** _____
- ☐ **Complete your ICAP: Log into Major Clarity to complete your ICAP. If you have questions, ask your counselor. Your courses should align to your career interests and academic plan based on your Individual Career and Academic Plan. You can verify this by accessing your "My Portfolio" (career paths and academic planning)**
- ☐ **Receive academic advising with your counselor to determine what types of classes you can enroll in. As a concurrent enrollment (part time) college student you can pick up to two courses.**
- ☐ **Meet with your counselor to turn in all paperwork. Paperwork is due by November 1st of the academic school year and prior to Spring Break for the next academic school year.**

Required Signatures

Counselor/Principal approval _____ Date _____

Student Signature _____ Date _____

Parent approval _____ Date _____

PCHS: Concurrent Enrollment Checklist

____Yes	____No	Student has submitted qualifying scores and shows a qualifying cumulative gpa along with the appropriate signatures by designated time.
____Yes	____No	Student has applied to the college of interest either ____PCC or ____CSU-P including authorization of COF funds. Student # _____ or NetID _____
____Yes	____No	Student has up to date ICAP plan in Major Clarity that shows alignment to career interests (GT courses apply to all majors and fields)
____Yes	____No	Parent and Student understand that concurrent enrollment students are responsible for their own transportation and are also responsible for the cost of books and fees from the college.
____Yes	____No	Parent and Student understand the policies regarding Failing a course and/or withdrawing from a course as provided in the course guide.
____Yes	____No	Parent and Student understand that students are allowed to take up to 9 credits per semester and those must be scheduled to coincide with the High School Schedule. No courses will be approved that require students to leave our building more than once a day.
____Yes	____No	Parent and Student understand that students are viewed as college students by the institute they are attending and we at the high school cannot provide information regarding grades or attendance as we do not have access to that information until the end of the semester when grades are complete. It is the responsibility of the student to communicate with his/her professor if questions arise over grades.
____Yes	____No	Student has received academic advising with his/her counselor to pick classes prior to meeting with a college representative
____Yes	____No	Student will meet with Concurrent Enrollment Coordinator from College at PCHS when scheduled to select courses for the upcoming semester. Fall semester courses will be selected no later than April 20th of previous year and by December 1st for the Spring semester.

****If you have not completed the Interest checklist and followed protocol for the enrollment process, your classes may not be approved or paid for by the District.**

