



**Application for Part-Time Concurrent Enrollment for High School Students
(College in the High School)
SUMMER 2020**

Name _____ **Social Security No.** _____
 (Last Name) (First Name) (Middle I.)

Providing your Social Security number allows C-GCC to process, track, and match your application credentials correctly and quickly. In addition, the federal government requires you to provide your Social Security number if you will be applying for a tax credit for allowable educational expenses. C-GCC is dedicated to ensuring the confidentiality of student records and application materials.

Mailing Address _____
 (Street & Number) (City or Village) (State) (Zip)

Physical Street Address _____
 (Street & Number) (City or Village) (State) (Zip)

County: _____ **Home Phone:** _____ **Birth Date:** _____ **Sex** F / M (Circle)

Student E-mail Address: _____

Parent E-mail Address: _____

Please choose and circle one of the following closest to your ethnicity:

- 1) Native Alaskan/American Indian 2) Black/African American 3) Native Hawaiian / Other Pacific Islander
- 4) Hispanic / Latino 5) Non-Resident Alien 6) White 7) Asian 8) Two or More Races

If you indicated you are Hispanic/Latino, please circle one:

- 1) Central American 2) Puerto Rican 3) Mexican 4) Dominican 5) South American 6) Cuban
- 7) Other Hispanic / Latino

Are you a U.S. citizen? Y / N (Circle)

Is English your native language? Y / N (Circle)

Name of High School from which you expect to graduate. _____

Month and Year of graduation. _____

**NOTE: Admissions Office needs to receive these requests no later than
Friday: June 19, 2020. Late requests will NOT be processed.**

COURSE(S) FOR WHICH YOU REQUEST ADMISSION (Maximum 11 credit hours)

(EX: Course Number: PY 101-80 Course Name: General Psychology)

- 1. Course Number: _____ Course Name: _____
- 2. Course Number: _____ Course Name: _____
- 3. Course Number: _____ Course Name: _____

REQUIRED APPROVAL SIGNATURES:

Student Signature: _____ **Date:** _____

Approval of Parent/Guardian: _____ **Date:** _____
(Acknowledging/accepting responsibility for registration and tuition payment)

Approval of School Counselor/School Official: _____ **Date:** _____

This student meets the eligibility requirements for the USDA Free or Reduced-Price Meals:

Yes No - School Counselor Initials: _____

Return this request form, along with a copy of the student's transcript, to:

Part-Time Concurrent Enrollment for High School Students Process

- I. To be considered for Part-Time Concurrent Enrollment course(s), the student must be in a Regents-level program and have an 80% average in the academic area in which he/she wishes to study.
- II. A tuition waiver will be granted to Part-Time Concurrent Enrollment students who meet the eligibility requirements for the USDA Free or Reduced-Price Meals and meet the academic requirements for Part-Time Concurrent Enrollment at the High School.
- III. To apply for Part-Time Concurrent Enrollment course(s), the student must complete the enclosed application, obtain his/her parent/guardian's signature and return it to his/her high school guidance office.
- IV. Once a C-GCC Admissions counselor reviews the application, the student will be notified as follows:
 - a. If the student is approved to take college-level course(s), the student will be mailed the following in his/her acceptance packet:
 - Letter of acceptance indicating approved course(s)
 - Tuition bill and payment form *(for students who do not qualify for the USDA Free or Reduced-Price Meals)*
 - Affidavit for a Certificate of Residence
 - b. If the student is ineligible to take college-level course(s), the high school guidance office will receive notification and will inform the student of their ineligible status.
- V. Upon receipt of the acceptance packet the student must return the following to the Bursar's Office within 10 days:
 - a) Payment in full for approved course(s) *(for students who do not qualify for the USDA Free or Reduced-Price Meals)* and a completed payment form
 - b) Completed affidavit for a Certificate of Residence
 - c) Copy of the student's photo ID (Driver's License or Permit, High School ID)

If you have any questions, please call the Admissions office at 518-828-4181 ext. 3427.