

ST. VRAIN VALLEY SCHOOLS

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Fall 2022 Concurrent Enrollment Student Checklist

You have indicated that you are interested in enrolling in a college course while a high school student. The State of Colorado provides several options for students who meet high school standards to begin college early. The purpose of these options include promoting content standards, academic challenge and enrichment, and providing access to academic courses that may not be available at a local high school to meet high school graduation requirements. **The final grade received will appear on the district's official high school and postsecondary transcripts.** To enroll at an eligible post-secondary institution a student must have completed the minimum course prerequisites and all required assessments. In order to ensure student safety, **night classes must begin by 6:30 p.m. for approval.** For any questions related to Concurrent Enrollment, such as process, eligibility, and prerequisites, please work directly with your school counselor.

Please complete the following checklist **each semester**, and observe the important dates and deadlines in the table below.

- **Meet with your School Counselor** - Your counselor can share information about the Concurrent Enrollment Program that allows students who have exhausted high school course options to concurrently enroll in postsecondary courses.
- **Update your Individual Career and Academic Plan (ICAP) with your Counselor** - Your counselor will examine your ICAP to approve moving forward with postsecondary courses or other challenging courses.
- **Prerequisites** - Colleges **may** require students to take a placement exam or consider ACT/AP scores to enroll in courses. Consult your counselor and the college about testing accommodations and any course prerequisites that may be required.
- **Complete Your College Application** - Students must apply to the college. If it is a FRCC course, you must register with the college **BEFORE** completing the District Program Agreement Form. If you submit the application correctly, you will receive your S# by the end of the next business day. You will need your "S number" in order to complete the next step. **This applies to FRCC only.** Call FRCC for assistance.
- **Complete your District Program Agreement Form** – Complete the [Concurrent Enrollment Program Agreement](#) before registering in the course(s) at the college. Once approved, a PDF of the agreement form will be mailed to your district email. **Please print the agreement, complete the signature page, and turn in to your counselor before you can attend class.**
- **Register for your Course(s)** - Once you have completed this checklist and are approved by your school and district to take a Concurrent Enrollment class, you will need to register at the college of choice for your course(s), pay any fees (if applicable), and purchase your textbooks. If you are enrolling in a Front Range class at a St. Vrain site, you may skip this step.
- **Sign up for the College Opportunity Fund** - [The College Opportunity Fund](#) (COF) stipend pays a portion of your total in-state tuition when you attend a Colorado public institution or a participating private institution. The stipend is paid on a per credit hour basis to the institution at which you are enrolled and will be deducted from the designated COF fund. The college will bill you if you do not complete this step.
- Males 18 and older are required to complete the [Selective Service](#) registration form. Colleges will put a hold on your account if you miss this step.
- **Payment** - **The District will pre-pay your tuition**, minus Colorado Opportunity Fund (COF). **The District is not responsible for payment of any additional fees other than tuition.** Additional fees owed to the college must be paid directly to the college and are the student's responsibility. Any student receiving a D, F, Withdrawal (after drop date) or Incomplete will be held responsible (along with parent/guardian) to reimburse the District for tuition. Payment options are 1) District's [RevTrak](#) system 2) check or exact amount in cash.

Front Range Community College	Aims Community College
March 28 – Class schedule available online	April 4 – Schedule of classes available
April 11 – Registration Opens for all Students	May 16 – Open registration
August 22 – Classes Begin December 12 – Classes End	August 22 – Classes Begin on Aims Campus December 9 – Classes End on Aims Campus
September 6 - Drop Deadline	September 2 – Drop Deadline
District Deadlines for Enrollment	
Priority deadline to apply to FRCC – Friday, April 15 (only applies to new FRCC students)	
Friday, February 11 – Friday, May 6 – Student window for District electronic registration	
Friday, May 13– Counselor and Principal approval/denial due	
Wednesday, May 18 – District approval/denial due and returned to schools and colleges	