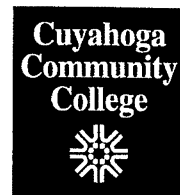


# Cuyahoga Community College (Tri-C®)

## College Credit Plus Admission Checklist



The College Credit Plus program allows students to enroll concurrently in middle or high school and in college courses. **All CCP students must submit an Intent to Participate Form to their middle or high school (or to the Ohio Department of Education for private schools and home schools) by the State's deadline.** Contact your middle/high school counselor for this form. Private and home school students should refer to the [Ohio Department of Education College Credit Plus website](#) for funding and important dates. All steps in the admission checklist below must be completed prior to registering for CCP courses.

### 1. Apply to Tri-C

- ☐ Apply for admission at [www.tri-c.edu/ccpapply](http://www.tri-c.edu/ccpapply)
  - To complete your application, you will need your social security number, personal email address, and an electronic signature by a parent/guardian.
  - You will receive an email notification with your Tri-C student ID number after your application is processed.
  - See the [application instructions](#) for assistance completing your application.

### 2. Send in Transcript

- ☐ Submit middle school report card or high school transcript to your campus CCP coordinator.
  - Printed and electronic transcripts accepted. See CCP coordinator contact information below.
  - Your transcript is used to determine CCP eligibility and placement. To be eligible for CCP, a student must meet one of the following conditions:
    - An unweighted, cumulative GPA of 3.0 or higher
    - A qualifying score on State-approved exam (i.e. ACT, SAT or ALEKS)
    - An unweighted, cumulative GPA of 2.75-2.99 and completion of grade 10 or higher

### 3. Tri-C Placement

- ☐ Once a student is considered eligible, they must be placed into college-level coursework.

For College-level English, students can be placed using GPA, state-approved exam score or Tri-C's English placement test.

For math, students can be placed using GPA, state-approved exam score or a proctored ALEKS placement test.

For detailed information on what placement method is best for you, visit [tri-c.edu/ccpplacementtesting](http://tri-c.edu/ccpplacementtesting)

Math placement is required only for Tri-C courses with a math prerequisite.

| ACT or SAT scores can waive a student from taking Tri-C's placement tests. |      |         |
|--|------|---------|
|  | Math | English |
| ACT  | 21+  | 18+     |
| SAT  | 520+ | 480+    |

### 4. Admission Decision

- ☐ Your decision letter will be sent via email, with instructions on next steps.

(continued on page 2)

## Logging into my Tri-C space

As soon as your application is processed, the College will generate your my Tri-C space account. Here, you will find important information regarding placement testing, accessing student email, and course planning. You can also access your student email through *my Tri-C space*. Check your email regularly for important updates.

1. Go to [my.tri-c.edu](http://my.tri-c.edu)
2. Click "Change Your Password" to create a password.
3. Enter your Tri-C ID (S#) and click "Continue."
4. Enter your date of birth as your old password.  
(M/D/YYYY format with no leading zeros.)
5. Create a new password. Re-enter the password.
6. Click the Change button. You will be redirected to the *my Tri-C space* login page.
7. Log in using your Tri-C ID and the password you just created. (You will need to create a new password every 120 days.)

| CCP Office Contacts                            |  |                             |
|--|--|-----------------------------|
| Campus   | Address  | Email                       |
| Eastern Campus                                 | 4250 Richmond Road<br>Highland Hills, OH 44122     | ccpeast@tri-c.edu           |
| Metropolitan Campus                            | 2900 Community College Ave.<br>Cleveland, OH 44115 | ccpmetro@tri-c.edu          |
| Western Campus and Brunswick University Center | 11000 Pleasant Valley Road<br>Parma, OH 44130      | ccpwest-brunswick@tri-c.edu |
| Westshore Campus                               | 31001 Clemens Road<br>Westlake, OH 44145           | ccpwestshore@tri-c.edu      |

# Cuyahoga Community College (Tri-C®)

## College Credit Plus /

## ELIGIBILITY AND PLACEMENT



Effective Academic Year 2018-2019, high school students interested in College Credit Plus (CCP) must be considered eligible to participate. Eligibility requirements are determined by the Ohio Department of Education. Once eligibility is determined, the student must meet Tri-C placement requirements.

### Determining Eligibility

Students are eligible for the College Credit Plus program if they meet any of the following criteria:

1. Obtain a remediation-free score on one of the state-approved exams  
- ACT (English 18/Math 22) - SAT (English 480/Math 530) - ALEKS (46)
2. Have a cumulative, unweighted grade point average of at least 3.0; or
3. Have a cumulative, unweighted grade point average of at least 2.75 but less than 3.0 and has taken relevant coursework. Relevant coursework at Tri-C means that a student has completed grade 10.

### Placement

Eligible students may move on to the Tri-C placement process. Students can place into college-level coursework in one or more of the following ways:

#### English

1. College-level placement score on ACT (18) or SAT (480)
2. Unweighted, cumulative GPA of 3.0 or higher (Students who will be in grade 11 or 12 during their first term of College Credit Plus enrollment.)
3. College-level placement on the Tri-C English placement test. Students in grades 7-10 must take the English placement test if they do not have a qualifying SAT or ACT score.

Visit [tri-c.edu/englishplacement](http://tri-c.edu/englishplacement) for more information.

#### Math

1. College-level placement score on ACT (21) or SAT (520).
2. Students in grades 10, 11 or 12 with a 2.5 grade point average can be placed using their high school coursework. [MMP Table](#)
3. Students who do not place using their high school coursework or students in grades 7, 8 or 9 must take a proctored ALEKS placement exam.

Visit [tri-c.edu/mathplacement](http://tri-c.edu/mathplacement) for more information.

*Math placement is only required for students who want to take a math course, a course with a math pre-requisite, or if they are using the ALEKS score to gain CCP eligibility.*

### Next Steps

Once eligibility and placement have been determined, school counselors can complete the Authorization to Attend form. Students registered for CCP course(s) at their high school may now be added to the roster. Authorization to Attend forms do not need to be completed for partnership schools offering Tri-C courses at the high school.

Click the following links for assistance:

[Placement by Score](#)

[Math placement by high school course](#)

### Testing Center Contacts:

**Brunswick University Center (Brunswick)**  
[brunswickassessment@tri-c.edu](mailto:brunswickassessment@tri-c.edu)

**Eastern Campus (Highland Hills)**  
[eastassessment@tri-c.edu](mailto:eastassessment@tri-c.edu)

**Metropolitan Campus (Cleveland)**  
[metroassessment@tri-c.edu](mailto:metroassessment@tri-c.edu)

**Western Campus (Parma)**  
[westassessment@tri-c.edu](mailto:westassessment@tri-c.edu)

**Westshore Campus (Westlake)**  
[westshoreassessment@tri-c.edu](mailto:westshoreassessment@tri-c.edu)

*Math placement is only required for students who want to take a math course, a course with a math pre-requisite, or if they are using the ALEKS score to gain CCP eligibility.*

