

Lower Cape May Regional Early College Program Student Roadmap Revised

Congratulations! As a Lower Cape May Regional High School student, you have accepted the challenge and responsibility to enroll in one or more Concurrent Courses at ACCC. While these classes may be taught online, on site at LCM or on an ACCC campus, they are always presented as a regular college course taught by ACCC instructors.

With that in mind along with our growing Early College Program (ECP) opportunities, the LCM ECP Team is committed to supporting you through your academic journey. Therefore, we are offering this ***ECP Student Roadmap***. The purpose of this Roadmap is to help students navigate their college experience while balancing their high school responsibilities.

The information in this Roadmap pertains primarily to Concurrent Courses. Dual Credit courses are Lower Cape May Regional courses approved by our partner colleges and taught by LCM faculty. Therefore, information and registration for those classes are handled internally with the Dual Credit teacher.


If you plan to take a Concurrent Course or have previously taken a Concurrent Course, this information is particularly important for you.

Atlantic Cape Community College Application and Concurrent Course Registration Instructions:

The ACCC registration process has been recently revised. Please review the following information even if you have previously completed an account with ACCC.

1. Complete the LCMR Student Interest Form identifying courses you are interested in taking. Or, advise your school counselor. This information is NOT your official registration. However, this information is required as one of the first steps to completing your official registration. [Early College Interest Form](#)
2. If you have never applied to Atlantic Cape Community College, visit www.atlantic.edu/apply. Create an account and complete the **High School** application. If you have applied previously (even if you didn't take a course), you may skip this step.
3. As a concurrent student, you will need academic placement. This can be completed by one the following means:
 - SAT scores (minimum is 530 in Math & 450 in EBRW)
 - ACT scores (minimum is 22 in Math & 18 in English with 22 Reading score)
 - Placement exam apt. (call 609-343-5099 or email testing@atlantic.edu)

See the following for testing details:

- Attached is the placement criteria for SAT/PSAT. Students that need to take the Accuplacer can schedule an appointment online:
<http://www.atlantic.edu/admission/testing/index.php>.
 - Students who want to take ECON 110 or PSYC101 will need to take the ENGLISH Accuplacer.
 - We also have Accuplacer Prep materials available online for any student that wants to prep before they take the exam:
<http://www.atlantic.edu/admission/testing/placement-test.php>
 - **IMPORTANT: Registrations will not be processed until test scores are on file with ACCC. See your Guidance Counselor if you have taken the SAT and/or ACT. If you have not taken these tests or have not met the minimum scores, you MUST schedule the Accuplacer Placement Test.**
4. New applicants will receive an acceptance letter with your student ID number and Buccaneer email account information. You should also receive a link to your Self-Service account.
5. Upon receipt of your Self-Service account information, you will then complete your official course registration. (See attached sample of procedure). The classes you requested in the LCMR Course Survey should be listed. At this time, you will select the course(s) that you wish to take. The courses selected here are the courses you will be billed for.  Online Registration.pptx

IMPORTANT: If you receive “Error Messages” during your registration process, contact a member of the LCM Early College Program Team (listed below) immediately. This process may be time sensitive.

Blackboard Access

One of the tools you will use for many of your classes is the Blackboard System. The following link offers you instructions on how to access and use Blackboard.

<http://www.atlantic.edu/academics/online/blackboard-learn-9.php>

Concurrent Duties and Responsibilities of College and Student:

After registering for a concurrent course at ACCC, you should receive a syllabus detailing the information about your class. You may access the syllabus through your Blackboard System or grab a copy from your high school guidance office. This should include information about:

- The title of your class
- Meeting dates/time

- Textbook information
- Name of the instructor and the instructor's contact information and availability.
- Other relevant information about the course

Students are expected to be proactive and reach out to their college instructor with any questions or concerns about the class.

Students should familiarize themselves with the ACCC Departments. Refer to the website www.atlantic.edu

The college and instructors are expected to maintain the primary student/college relationship with regard to direct communication with students about financial responsibilities, classroom guidelines, performance and progress, instructor's office hours and contact preference.

Email Courtesy and Communication:

Email is the primary source of communication between the student, college and Lower Cape May's Early College Program Support Team. Please keep the following in mind:

- Provide a legitimate personal email to the college and ECP.
- Make a habit of checking your email including your ACCC Buccaneer account daily. Please refer to the link below for help with setup and usage of your Buccaneer email account.
Helpful Hint: You can even forward your Buccaneer email to your personal email account to reduce the email clutter.
<http://www.atlantic.edu/email/index.php>
- Always respond to questions presented in any email. Example: Did you receive school materials? Do you have any questions? Practice email courtesy by sending a response acknowledging email. Example: I have no questions. Yes or no, I did or did not receive my book.

Once you receive your Buccaneer account information, you will refer to it for all correspondence from ACCC.

The ECP Team will continue to correspond using your personal email provided.

Although the first line of contact is between the college and the student, the LCM ECP Team is available to provide guidance to the student and college in directing them to the appropriate resource.

Enjoy your journey and good luck!

The LCM ECP Team:

Early College Program Support Coordinator:
Janis White - whitej@lcmrschools.com

Early College Program Consultant:
Donna Vassallo - dvassall@atlantic.edu

Your LCMR High School Counselor:
Ms. Markovitz - markovitzd@lcmrschools.com

Mrs. Donohue - donohueh@lcmrschools.com

Mrs. Mannello - mannelloa@lcmrschools.com



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Early College Program Remind Group**
<https://www.remind.com/join/ecpqa>