

Steps for College Credit Plus

- ☐ **1. Fill out and return** the required forms by April 1st:
- The College Credit Plus Intent to Participate form (State of Ohio)
 - Jonathan Alder College Credit Plus Participation Form
 - CCP Acknowledgement Form (JAHS)
 - State Permission Slip (State of Ohio-mature content)
 - State questionnaire form
 - State Counseling Session Form
 - College/s FERPA Form

These forms can be found in this packet, on the CCP Canvas Class or the guidance area and must be turned into your school counselor no later than April 1 of the year prior to your participation. [Click here to join the CCP Canvas Class](#) or see your counselor.

NOTE: The grade level on the forms is the grade you will be in the year you plan to participate in CCP (aka your grade NEXT YEAR).

- ☐ **2. Apply to the college(s) you plan to take CCP classes from. You will need to use the CCP application. They will send you an email with your ID number. Make sure you save it!**
FOR ALL COLLEGE(S) - USE YOUR PERSONAL EMAIL

Clark State Community College

- GO TO <https://www.clarkstate.edu>
- Enroll now (upper right corner) -yellow button
- Then click on Applicant/Student (Blue button)
- Then click First Time User Create Account (Blue button)
- Fill out your information - click submit button
- Codes & Dates you need to know:
- **CEEB Code for JA is 364205**
- Class of 2026: Started HS - 08/17/2022 Graduation (& last day of school) - 05/31/2026
- Class of 2027: Started HS - 08/16/2023 Graduation (& last day of school) - 05/23/2027
- Class of 2028: Started HS - 08/21/2024 Graduation (& last day of school) - 05/28/2028
- Class of 2029: Started HS - 08/20/2025 Graduation (& last day of school) - 05/27/2029

Columbus State Community College

- Go to <https://www.csc.edu/>
- Click APPLY at the top of the page
- Click College Credit Plus Application
- Click Autumn 2025
- On the Right side create an account (this is your account with CSCC, make it what you can remember and write it down)
- They will send an email to the email account you used
- Follow the directions in the email to finish applying
- Codes & Dates you need to know:
- **CEEB Code for JA is 364205**
- Class of 2026: Started HS - 08/17/2022 Graduation (& last day of school) - 05/31/2026
- Class of 2027: Started HS - 08/16/2023 Graduation (& last day of school) - 05/23/2027
- Class of 2028: Started HS - 08/21/2024 Graduation (& last day of school) - 05/28/2028
- Class of 2029: Started HS - 08/20/2025 Graduation (& last day of school) - 05/27/2029

☐ 3. Placement test(s).

-Once you have applied you will need to submit your ACT scores if you have them. See your school counselor to have her submit your scores. (Be sure you have the cut scores you need for the class(es) you want to take. If you do not have ACT scores (or the cut scores you need) you will need to take the Placement tests for the college(s) you applied to.

- **For Clark State:** you will need to schedule an appointment to take the ACCUPLACER. Go to <https://www.clarkstate.edu/admissions/placement-testing/> for instructions. We will be offering placement testing at JA as well. Dates to be determined

CHM 1150 = Reading 240, Writing 5, QRAS 246

CHM 1210 = Reading 240, Writing 5, AAF 250 or ACT Reading 21 or English 18, Math 22

PHY 1510 = Reading 240, AAF 250 or ACT Reading 20 or English 18, Math 22

MTH 2200 = Reading 240, AAF 281 or ACT Reading 20 or English 18, Math 26

STT 2640 = Reading 240 QR 266 or AAF 250 or ACT Reading 20 or English 18, Math 22

-**For Columbus State-** you will need to take their placement test (CSCC will accept Clark State's ACCUPLACER scores for English and Writing but not for Math) Go to <https://www.csc.edu/admissions/placement-testing/> for instructions. Allow at least 3 hours. We will be offering placement testing at JA as well. Dates will be determined.

NOTE: These placement tests must be done by May 1 of the year prior to taking CCP courses. And given to your school counselor. Last [ODE CCP Eligibility Table](#) (Cut Scores)

☐ 4. Orientation.

Once you have taken the placement test -schedule an orientation with the college(s). You must do this before you register for classes.

-For Clark State: This will be done online through your myClarkState portal.

<https://www.clarkstate.edu/admissions/admissions-for-college-credit-plus/students/>

-For Columbus State: This is done online through your CougarWeb (Self-Serve), you will receive more information in your email from CSCC once you have applied.

<https://www.csc.edu/admissions/orientation/>

☐ 5. Registration.

Once you are accepted AND eligible then **you will register for classes with your school counselor.** You will register for Fall courses in the Spring prior and register for Spring courses in the Fall prior.

-For Clark State: You should make an appointment with your counselor to go over the classes you want to take outside of JAHS. If the course is at JAHS this is done during class scheduling in the Spring.

-For Columbus State: You will need to fill out the CSCC Registration Form and meet with your counselor to register for classes.

- IF you are taking a CCP class at JAHS (in the building) we will register you for the class.
- IF you are taking an online or on campus class you will need to see your school counselor to register.
- Clark State you may be able to register for the entire year.
- Columbus State you register each semester individually. Registration normally opens 2 months prior to the semester.

☐ 6. Books.

Clark State

Clark State will tell you how to order your books during orientation. If you are taking a class at JAHS (in the building) you will not need to order any books for that class.

Columbus State

If you are taking a class at JAHS (in the building) you will not need to order any books for that class. For any class on CSCC campus or online you will order your books online at bookstore.csc.edu. For detailed instructions visit <https://www.csc.edu/services/bookstore/college-credit-plus-books.shtml>.

**All links are available in your CCP Canvas course under
College Credit Plus General Information in this form**