



DUAL CREDIT APPLICATION GUIDE PARENTS AND STUDENTS SCHOOL YEAR 2022-23

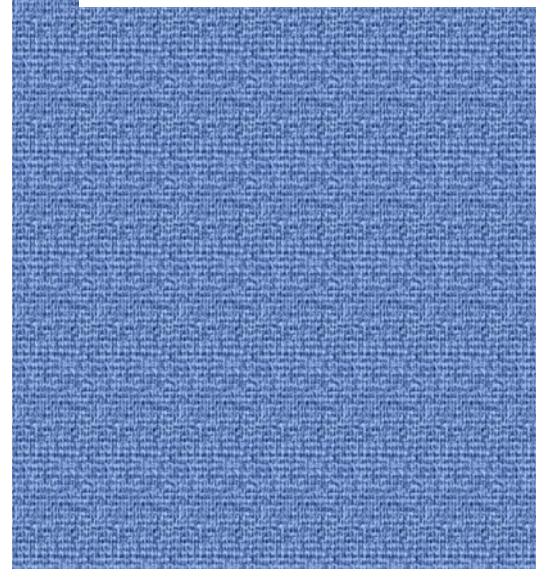


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How do I Apply?

This guide provides information about the application and testing process for students applying to an ECC Dual Credit program. Students must meet with their <u>high school counselor</u> to review the application process, timeline, and deadlines specific to their school district.

Please note that each Dual Credit option (i.e. Full-time vs. Part-time) may have a different criteria for qualifying. For example:

- Minimum Competencies (i.e. Benchmark scores in reading, writing, and/or math)
- Satisfactory progress towards High School Graduation
- Attendance Record

After students discuss their eligibility with their high school counselor, they need to complete an ECC <u>Online Application Form</u>. Instructions on how to fill out the application are included in the following section. Please follow these steps carefully; failure to do so will result in an incomplete application.

Upon submitting an online application form, students will receive an email notification to inform them that their application will be processed within 24-48 business hours. After the application is processed, ECC will mail a letter to students' home address with information on how to complete the required ECC placement tests or submit qualifying test scores.

The ECC Dual Credit Office will communicate with high schools throughout the application and testing process. Confirmation of application and test scores will be shared with the high school counseling staff on a continuous basis. Students are highly encouraged to follow up with their high school counselor with any questions regarding their application and admissions status.

As a reminder, all admissions decisions will be based on students meeting all ECC and high school requirements. High schools will communicate admission decisions, and ECC will follow up with an invitation to an online "Welcome Night" event for students accepted into Dual Credit.

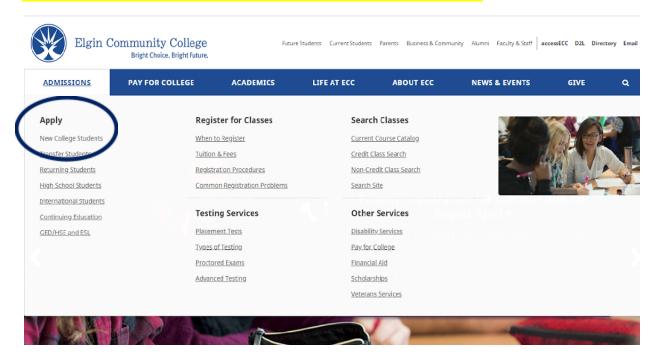
Application Timeline and Deadlines:

- Complete the Central High School Dual Credit D301 agreement form and give it to your school counselor
- If you meet the District and ECC Dual Credit Program requirements, your counselor will provide you with instructions on next steps for program application.
- 3. Agreement Form Deadline: March, 21st, 2022
- 4. Online Application Deadline March 22nd, 2022
- 5. Placement Testing Deadline: April 8th, 2022
- 6. Admission Decision: April 14th, 2022

Dual Credit Application Instructions

Please click on the link to access the application - <u>Online Application Form</u> – Or reference the screenshots below.

GO TO Pelgin.edu > ADMISSIONS > APPLY > NEW COLLEGE STUDENTS



CLICK ON 2 SUBMIT THE ONLINE APPLICATION

Home / Admissions / Apply / New College Students

APPLY AS A NEW COLLEGE STUDENT

First time in college?

Here's how to get started on your bright future.

Applying is easy, and there's no application fee. Here are the steps to follow, whether you're applying for a degree or certificate program or just want to take classes for credit.

1. Submit the online application

Make sure you have a personal email you can access, as we will be sending you important enrollment intermation after you have applied. We suggest you do not use your high school email address as you may not be able to access it after graduation. If you don't have an email address you can create a Gmail account for free and follow the instructions.

PLEASE MAKE SURE TO FOLLOWING THESE <u>INSTRUCTIONS</u> WHEN FILLING OUT YOUR APPLICATION. * **ALL FIELDS WITH A RED ASTERISK ARE REQUIRED.**

EMAIL - Please use your **personal** email address. **DO NOT** use your high school email. Use an email address that will be accessible to you beyond high school.

INTENDED START TERM - Select "Fall 2023"

ECC ACADEMIC GOALS – Select "Only complete one or several courses - not pursuing a certificate or degree at ECC"

REASON FOR ENROLLMENT – Select "For personal interest/self-development – not career oriented"

I PLAN TO ENROLL IN - Select "Still Deciding"

HAVE YOU GRADUATED FROM HIGH SCHOOL, OR PASSED A GED/HSE EXAM? - Select "No, I have neither graduated from high school, nor have passed a GED/HSE exam"

ARE YOU APPLYING TO A DUAL CREDIT PROGRAM THROUGH YOUR HIGH SCHOOL? - Select "YES"

ANTICIPATED HIGH SCHOOL GRADUATION YEAR - Enter High School Graduation Year

HIGH SCHOOL ATTENDED - Select "IL High School" and enter the name of your high school

HIGHEST EDUCATIONAL LEVEL COMPLETED AT TIME OF ENROLLMENT AT ECC - Select "Current High School Student"

ATTENDING ECC FOR SUMMER ONLY? - Select "No"

PLAN TO ATTEND ECC: - Full-time applicants select "Full-time (12 sem. hrs or more); Part-time applicants select "Half-time (6-8 sem. hrs)"

INTERESTED IN RECEIVING FINANCIAL AID/SCHOLARSHIPS - Select "No"

AUTHORIZATION

Carefully read the "Terms and Conditions and Privacy Policy" – Both the student (Applicant Signature) and parent/guardian (Parent Signature) must provide an e-signature.

The Dual Credit program is a special partnership that provides permission for high school and college access to applicant information. It is imperative that this application is completed according to these steps. Any questions about the online application or issues with technology should be referred to the Dual Credit Office – 847-214-7584

Submitting Transcripts

All students admitted into a Dual Credit program must submit a final 21/22 transcript no later than June 30, 2022. Transcripts must be sent to the ECC Admissions Office.

Preparing for Testing

Placement tests assess students' skill levels and are used to confirm academic readiness to enroll in college courses. Prior to taking the placement test, review "How does the test work" and "How Can I Prepare for the test" sections on the pages below for access to practice and examples. The more practice, the better students will do!

- English Composition Writing Essay
- Math Placement Test
- Reading Placement Test
- PSB-HOA Placement Test

Testing Information

After submitting an online application, students will need to complete the required placement tests associated with their program/courses. If students have qualifying PSAT, SAT, or ACT scores, then they must submit their score report to the ECC Admissions Office.

All students must meet the minimum college-level benchmarks in reading, writing, mathematics, and foreign language required by the courses/program for which they are seeking enrollment in next academic year.

Students that plan to complete ECC's Placement Tests are limited to two (2) attempts for the Reading and Writing tests, and five (5) attempts for the Math test.

NOTE: The allotted attempts do not reset after high school graduation. Reading and Writing test scores expire after five (5) years and two (2) years for Math scores. If a student plans to continue at ECC after high school graduation, then they should be aware that the scores they earn while applying to one of the Dual Credit programs may be used for placement and enrollment.

Placement tests can be taken either remotely or on-campus. Information on each placement and how to prepare can be found at the links below:

Math Placement
Reading Placement
Writing Placement

Remote Testing

Students first need to set up their accessECC accounts by following the instructions included—
<u>Instructions-Setup accessECC Account.</u>
After their account has been setup, then they will be able to

activate their ECC email address - instructions are also included at the end of the guide – *Instructions-Setup ECC email.*

Students' ECC ID # will be included in a letter sent from ECC that confirms the successful submission of their applications

Once you've set up your accessECC account and ECC email then you may sign up to take the exam/s that are required for the course that you are interested in.

Reading and Writing Placement:

To access the remote <u>Reading</u> and <u>Writing</u> tests, complete the <u>remote testing form</u> on the website. A follow-up email with instructions will be sent to your ECC student email.

Math Placement:

Remote math placement instructions can be found directly on the Math Placement webpage.

Modern Language Placement:

Email <u>testing@elgin.edu</u> to request this remote test, and a proctor will reach out with available times.

Testing Services staff are available at 847-214-7150 or testing@elgin.edu to assist students with remote testing setup.

On-Campus Testing

Testing Services is also offering appointment-only testing on-campus. Register for on-campus testing. All testers must bring a valid photo ID, school IDs are accepted.

Testing Accommodations

If you have a documented accommodation and need to arrange for testing, please make an appointment with the coordinator of ADA and Student Disability Services by calling 847-214-7390.

PSAT/SAT or ACT Testing

Students can use their qualifying PSAT/SAT or ACT to fulfill their ECC placement requirements. Please follow up with your school counselor to learn more about these testing opportunities.

Testing Requirements – Benchmark scores

Full-Time Dual Credit Program

Below are the benchmark scores that students must earn to meet the Full-time Dual Credit Program's testing requirements. Students in the full-time program will select from courses that require they meet the reading, writing, and mathematics minimum competencies

ECC Placement Test	PSAT/SAT	ACT
Reading = 95	Danding 9 Whiting 400	Reading = 19
Writing = 55	Reading & Writing = 480	English= 19
Math = 46	Math = 530	Math = 22

Part-Time Dual Credit Programs

Students applying to a Part-Time Dual Credit Program are required to meet the minimum competencies associated with their General Education course/s or CTE program. Students can fulfill these requirements by way of their PSAT/SAT or ACT scores. If students need to complete ECC's placement exams, additional information is provided below detailing which exams and cut-off scores are required.

PSAT/SAT	ACT
Dooding 9 Writing - 490	Reading = 19
Reading & Writing = 480	English= 19
Math = 530	Math = 22

Part-Time General Education Program

In lieu of the PSAT/SAT or ACT scores noted above, students may complete ECC's placement tests to meet the minimum competencies. Please reference the chart below, which specifies the tests and scores required per course. The minimum placement score is noted in parentheses.

Course	Course Prefix	Reading Test	Writing Test	Math Test
** All courses will earn dua	** All courses will earn dual credit, this indicator denotes courses that can be taken at CHS.			
COMMUNICATIONS				
English Composition I**	ENG 101	Yes (95)	Yes (55)	None
English Composition II**	ENG 102	Prerequisite = Grade o AP Lang/Comp exam	f C or better in ENG 101; o	or a score of 3 on the
MATHEMATICS				
Calculus with Analytic Geometry II	MTH 210	Prerequisite = Grade of C or better in MTH 190; or a score of 3 on the AP Calculus AB or BC exam		
Calculus with Analytic Geometry III	MTH 230	Prerequisite = Grade of C or better in MTH 210		
LIFE SCIENCES				
Principles of Biology	BIO 110	Yes (95)	Yes (55)	Yes (46)
FINE ARTS				
Art Appreciation	ART 115	Yes (95)	Yes (55)	None
Theater Appreciation**	THE 101	Yes (95)	Yes (55)	None
HUMANITIES				
Ethics	HUM 216	Yes (95)	Yes (55)	None

Introduction to Literature	LIT 201	Yes (95)	Yes (55)	None
Introduction to Western Humanities	HUM 101	Yes (95)	Yes (55)	None
SOCIAL SCIENCES				
American Government	POS 150	Yes (95)	Yes (55)	None
Principles of Microeconomics	ECN 201	Yes (95)	Yes (55)	Yes (46)
BEHAVIORAL SCIENCES				
Introduction to Psychology	PSY 100	Yes (95)	Yes (55)	None
Introduction to Sociology	SOC 100	Yes (95)	Yes (55)	None
MODERN LANGUAGES				
Intermediate German I**	GRM 201	-	f C or better in GRM 102; t C or better; or appropriate	•
Intermediate German	GRM 202	German with grade of	f C or better in GRM 201; t C or better; or appropriate qualifying RDG (95) and EN	e placement score on
Intermediate Spanish I**	SPN 201		f C or better in SPN 102; to C or better; or appropriate	
Intermediate Spanish II**	SPN 202	Prerequisite = Grade of C or better in SPN 1201; three years of H.S. German with grade of C or better; or appropriate placement score on WebCAPE exam; AND qualifying RDG (95) and ENG (55) scores		
ELECTIVES				
Introductory Accounting**	ACC 100	None	None	None
Art Drawing I**	ART 101	None	None	None
Basic Web Design	CDN 219	None	None	None
Introduction to Videography	CDN 230	None	None	None
Video Editing & Field Production	CDN 233	Prerequisite = Grade o instructor.	f C or better in CDN 230 o	r consent of
Video Editing & Studio Production	CDN 234	Prerequisite = Grade o instructor.	f C or better in CDN 230 o	r consent of
Word Processing Applications	CIS 241	None	None	None
Spreadsheet Applications	CIS 242	None	None	None
Entrepreneurship	ENT 101	None	None	None
Exploring Careers & College Majors	GSD 120	None	None	None
Marketing	MKT 103	None	None	None
Advertising and Promotion	MKT 115	None	None	None
Individualized Fitness Programming**	PHC 111	None	None	None

Part-Time Career Technical Education Program

In lieu of the PSAT/SAT or ACT scores noted above, students may complete ECC's placement tests to meet the minimum competencies. Please reference the charts below, which specify the tests and scores required per program.

NOTE: Due to campus safety regulations and restrictions, days and times below are subject to change. Students applying for any of these programs should expect to enroll in courses that require both online and in-person instruction. Visit the ECC website for information on the different instructional delivery methods students can expect – Please review the potential Learning Options - https://elgin.edu/academics/catalog-classes/credit-classes/

Business and Financial Services

Testing Requirements:

ECC Placement Math Score:

First Year = 14 or higher (Required for BUS 120): Second Year = 46 or higher (Required for ECN 201/202)

ECC Placement Reading Score:

First Year = Not required; Second Year = 95 or higher (Required for ECN 201/202)

ECC Placement Writing Score:

First Year = Not required; Second Year = 55 or higher (Required for ECN 201/202)

First Year – Fall Term		ECC Credit Hours
BUS 100-Introduction to Business	Mondays and Wednesdays: 12:30 PM - 1:45 PM	3
CIS 110-Introduction to Computers	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3
First Year – Spring Term		ECC Credit Hours
BUS 120-Business Mathematics	Mondays and Wednesdays: 12:30 PM – 1:45 PM	3
ACC 100-Introductory Accounting	Tuesdays and Thursdays: 12:30 PM – 1:45 PM	3
Second Year – Fall Term		
Second fear – Fair feitif		ECC Credit Hours
ACC 200-Financial Accounting	Mondays and Wednesdays: 12:00 PM - 1:40 PM	ECC Credit Hours 4
	Mondays and Wednesdays: 12:00 PM - 1:40 PM Tuesdays and Thursdays: 12:30 PM – 1:45 PM	
ACC 200-Financial Accounting		4
ACC 200-Financial Accounting ECN 201-Microeconomics		3

Basic Nursing Assistant Training Program and Clinical Lab Technology ECC Certificates: BVS in Basic Nurse Assistant Training Program

Industry Certification: Certified Nursing Assistant (Exam administered by the Illinois Department of Public Health)

Testing Requirements:

PSB Health Occupations Exam Score:

First Year = 12th percentile or higher (Required for NUR 105 and CLT courses)

ECC Placement Math Score:

First Year = Not required; Second Year = 46 or higher (Required for BIO 110)

ECC Placement Reading Score:

First Year = Not required; Second Year = 95 or higher (Required for BIO 110 and PSY 100)

ECC Placement Writing Score:

First Year = Not required; Second Year = 55 or higher (Required for BIO 110 and PSY 100)

First Year – Fall Term	ECC Credit Hours	
NUR 105-Basic Nurse Assistant Training Program	Mondays, Wednesdays, and Thursdays: 12:30 PM - 3:30 PM Tuesdays, Wednesdays, or Thursdays (Clinical): 2:30 PM – 10:30PM	7
First Year – Spring Term		ECC Credit Hours
CLT 101-Phlebotomy	Mondays and Wednesdays: 4:00 PM – 5:30 PM	3
CLT 105-Clinical Lab Assistant Skills I	Tuesdays and Thursdays: 12:30 PM – 3:30 PM (First 8 weeks of semester)	2
CLT 106-Clinical Lab Assistant Skills II	Tuesdays and Thursdays: 12:30 PM – 3:30 PM (Second 8 weeks of semester)	3
Summer Term	ECC Credit Hours	
CLT 120- Clinical Lab Tech Pract I	Mondays, Tuesdays, Wednesdays, and Thursdays (June or July – Times to be Announced)	1.5
Second Year – Fall Term	ECC Credit Hours	
BIO 110-Principles of Biology	Mondays and Wednesdays: 12:30 PM - 1:50 PM Fridays: 12:30 PM - 2:30 PM	4
PSY 100-Introduction to Psychology	Tuesdays and Thursdays: 12:30 PM – 1:45 PM	3
Second Year – Spring Term		ECC Credit Hours
BIO 245-Anatomy and Physiology I	Tuesdays and Thursdays: 12:30 PM – 2:50 PM	4

Communication Design ECC Certification: BVS in ADOBE® Creative Suite			
Testing Requirements:	Testing Requirements:		
None			
First Year – Fall Term ECC Credit Hours			
CDN 405 Calan Thanna	Mondays and Wednesdays:	2	
CDN 105-Color Theory	1:00 PM - 3:20 PM	3	

CDN 107-Introduction to Digital Design	Tuesdays and Thursdays: 1:00 PM - 3:20 PM	3
First Year – Spring Term		ECC Credit Hours
CDN 106-Layout Design	Mondays and Wednesdays: 1:00 PM - 3:20 PM	3
CDN 101-Introduction to 2D-Design	Tuesdays and Thursdays: 1:00 PM - 3:20 PM	3
Second Year – Fall Term	ECC Credit Hours	
CDN 232-Sound Design	Mondays and Wednesdays: 1:00 PM - 3:20 PM	3
CDN 230-Introduction to Videography	Tuesdays and Thursdays: 10:30 AM - 12:45 PM	3
Second Year – Spring Term	ECC Credit Hours	
CDN 204-Design/ Adobe Illustrator	Mondays and Wednesdays: Times TBD	3
CDN 207-Image Design/Photoshop	Tuesdays and Thursdays: Times TBD	3

Computer Aided Design ECC Certification: BVS in Solidworks			
Testing Requirements: None			
First Year – Fall Term		ECC Credit Hours	
CAD 101-Introduction to Engineering Design	Mondays, Wednesdays, and Fridays: 12:30 PM - 2:10 PM	4	
CAD 120-Introduction to SOLIDWORKS	Tuesdays and Thursdays: 12:30 PM - 1:20 PM	3	
First Year – Spring Term		ECC Credit Hours	
CAD 206-Industrial Design Problems	Mondays, Wednesdays, and Fridays: 12:30 PM - 2:10 PM	4	
CAD 121-Advc. Concepts in SOLIDWORKS	Tuesdays and Thursdays: 12:30 PM - 1:20 PM	3	
Second Year – Fall Term		ECC Credit Hours	
CAD 108 –Intro. to MicroCAD/AutoCAD	Tuesdays and Thursdays: 6:00 PM - 9:40 PM (First 8 weeks of semester)	3	

CAD 118-Computer Graphics-Advc. AutoCAD	Tuesdays and Thursdays: 6:00 PM - 9:40 PM (Second 8 weeks of semester)	3
Second Year – Spring Term		ECC Credit Hours
BUS 101-Business Communications	Mondays and Wednesdays: 1:00 PM – 2:15 PM	3
CAD 205- Geometric Dimension & Tolerance	Tuesdays and Thursdays: 12:30 PM - 1:20 PM	3

Criminal Justice and Digital Forer	nsics	
Testing Requirements: None		
First Year – Fall Term		ECC Credit Hours
CRJ 101-Introduction to Criminal Justice	Mondays and Wednesdays:	3
	12:30 PM - 1:45 PM	3
CIS 110-Introduction to Computers	Tuesdays and Thursdays:	3
	12:30 PM - 1:45 PM	3
First Year – Spring Term		ECC Credit Hours
CRJ 110-Introduction to Corrections	Mondays and Wednesdays: 12:30 PM - 1:45 PM	3
CIS 171-Introduction to Cyber Crimes	Tuesday: 12:45 PM – 2:20 PM	3
Second Year – Fall Term		ECC Credit Hours
CRJ 180-Crime prevention	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3
CIS 170-Introduction to Computer Forensics	Tuesdays and Thursdays: 12:30 PM – 4:00 PM	3
Second Year – Spring Term		ECC Credit Hours
CRJ 199-Community Based Policing	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3
CIS 271-Application Device Evidence Recovery	TBD	3

Culinary Arts, Pastry Arts, Restaurant Management

ECC Certification: BVS in Cook Assistant/Baker Assistant

Industry Certification: ServSafe Manager

Testing Requirements:

ECC Placement Math Score:

First Year = 14 or higher (Required for CUL 101 & 106)

ECC Placement Reading Score:

First Year = 95 or higher (Required for CUL 101 & CUL 106); Second Year = 95 or higher (Required for BIO 101)

First Year – Fall Term		ECC Credit Hours
CUL 106-ServSafe Certification	Mondays and Wednesdays: 5:00 PM – 8:00 PM (Weeks 4-6)	1
PAS 101-Baking Fundamentals I	Mondays and Wednesdays: 5:00 PM – 10:00 PM (Weeks 6-16)	4
First Year – Spring Term		ECC Credit Hours
HOS 101-Intro to the Hospitality Industry	Mondays and Wednesdays: 5:00 PM - 7:10 PM (Weeks 1-6)	3
CUL 101-Cooking Fundamentals I	Mondays and Wednesdays: 5:00 PM – 10:00 PM (Weeks 6-16)	4
Second Year – Fall Term		ECC Credit Hours
	Tuesdays:	
HOS 212-Quantity Food Purchasing	3:00 PM - 4:15 PM	3
BUS 101-Business Communications	,	3
,	3:00 PM - 4:15 PM Mondays and Wednesdays:	-
BUS 101-Business Communications	3:00 PM - 4:15 PM Mondays and Wednesdays:	3

Early Childhood Education

Testing Requirements:

ECC Placement Reading Score:

First Year = 95 or higher (Required for PSY 100)

ECC Placement Writing Score:

First Year = 55 or higher (Required for PSY 100)

First Year – Fall Term		ECC Credit Hours
PSY 100-Introduction to Psychology	Mondays and Wednesdays: 12:30 PM - 1:45 PM	3
ECE 102-Introduction to Early Childhood Education	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3
First Year – Spring Term		ECC Credit Hours
EDN 100-Introduction to Education Child	Mondays and Wednesdays: 12:30 PM - 1:45 PM	ECC Credit Hours

Second Year – Fall Term		ECC Credit Hours
ECE 124-Curriculum Planning/Young Child	Mondays and Wednesdays: 12:30 PM - 1:45 PM	3
ENG 101-English Composition I	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3
Second Year – Spring Term		ECC Credit Hours
ECE 174-Child Growth and Development	Mondays and Wednesdays: 12:30 PM - 1:45 PM	3
ENG 102-English Composition II	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3

Fire Science & Safety - Fire Protection ECC Certificate: BVS in Fire Science <u>AND</u> BVS in Emergency Medical Technician-Basic			
Testing Requirements: None			
First Year – Fall Term			ECC Credit Hours
FSS 102-Fire Prevention Principles I	Tuesdays: 1:30 PM - 4:10 PM		3
FSS 101-Principles of Emergency Services	Wednesdays: 1:30 PM - 4:10 PM		3
First Year – Spring Term			ECC Credit Hours
FSS 204-Fire Protection Systems	Tuesdays: 1:30 PM - 4:10 PM		3
FSS 103-Fire Suppression & Building Construction	Thursdays: 12:30 PM - 3:15 PM		3
Second Year – Fall Term			ECC Credit Hours
FSS 202-Hazardous Materials Chemistry	Tuesdays and Thursdays: TBD		3
FSS 115-Emergency Medical Responder	Wednesdays: TBD		3
Second Year – Fall Term ECC Credit Hours			ECC Credit Hours
FSS 215-Emergency Medical Technician-Basic	Mondays, Tuesdays and Thursdays: 1:0 - 4:10 PM	00 PM	8

Information Technology		
Testing Requirements:		
ECC Placement Math Score:		
First Year = 46 or higher (Required for	CIS 105 and CIS 121)	
First Year – Fall Term		ECC Credit Hours
CIS 105-Intro to Computer Programming	TBD	4
CIS 110-Introduction to Computers	Tuesdays and Thursdays: 12:30 PM - 1:45 PM	3

First Year – Spring Term		ECC Credit Hours
CIS 230-Computer Hardware & Troubleshooting	TBD	4
CIS 231-Intro to Windows OS	TBD	3
Second Year – Fall Term		ECC Credit Hours
CIS 252-Network Fundamentals	TBD	3
Second Year – Fall Term		ECC Credit Hours
CIS 121-Computer Science I	TBD	4