



CCP Continuing Student Form

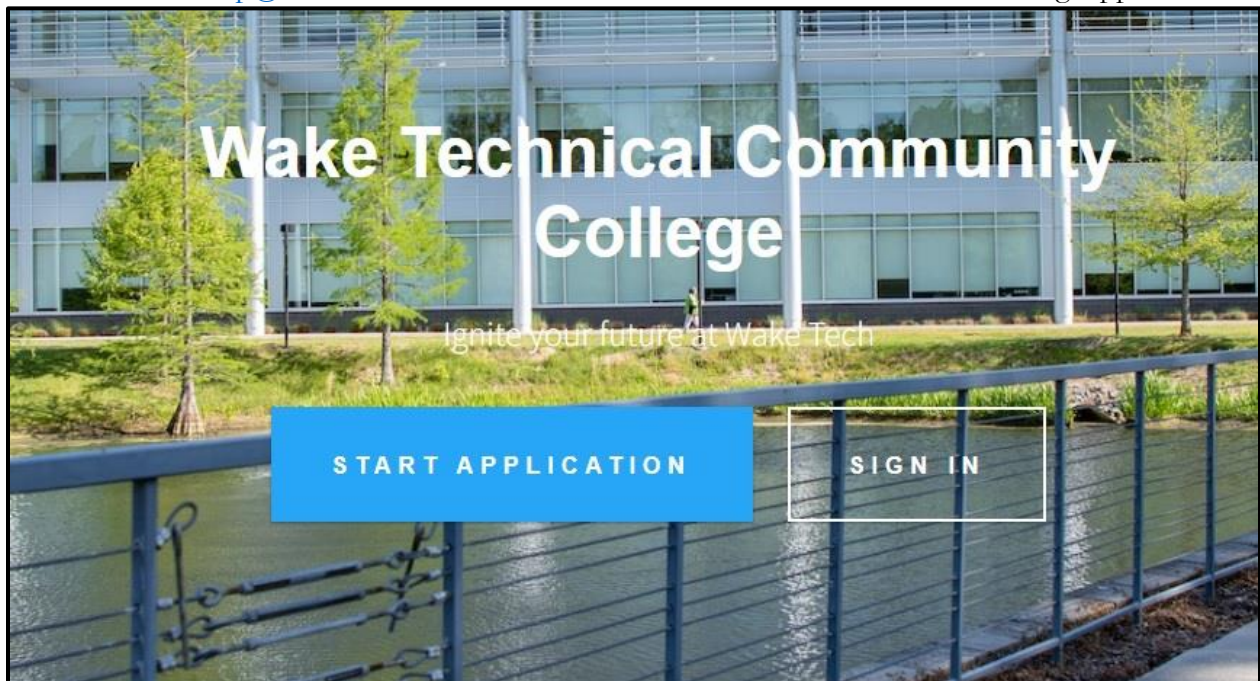
How to Submit Continuing Student Form User Guide

Instructions: Complete the form by following the step-by-step instructions below.


Begin and complete the Continuing Student Form process by doing the following:


- Click Start Application
- Select **CCP Continuing Student Form**
- Create an Account


NOTE – Creating a New Account: The Email Address and Password provided to create your first-time account must be used for future logins as a New and/or Continuing Student. Do not create multiple user accounts. If you are experiencing login issues, utilize the “Forgot Password?” feature or email ccp@waketech.edu for assistance or schedule a CCP Virtual Advising Appointment.



Start your application
What do you want to apply for?

 International Admissions Application >

 CCP New Student Application >

 CCP Continuing Student Form >

Create an account
To track your application.

* Email * Password * Confirm Password
Password must be at least 8 characters and contain at least one uppercase, lowercase, number and special character (?!@%*^&*)

* First Name/Given Names * Last Name/Surname * Date of Birth

* Term

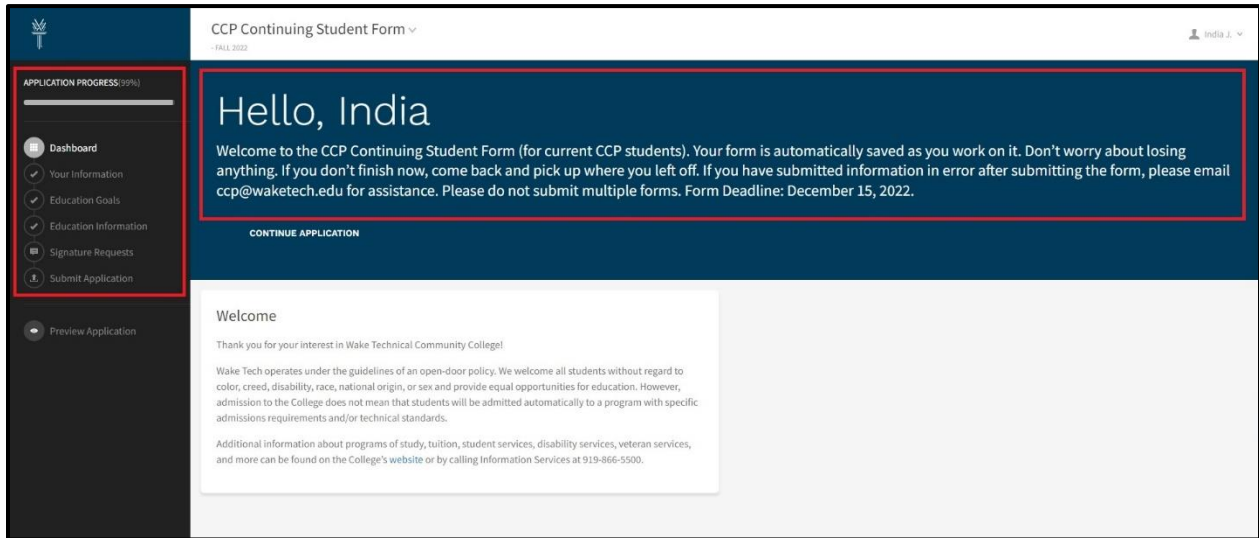
CREATE ACCOUNT

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Access the Dashboard and begin entering required information into the following areas:

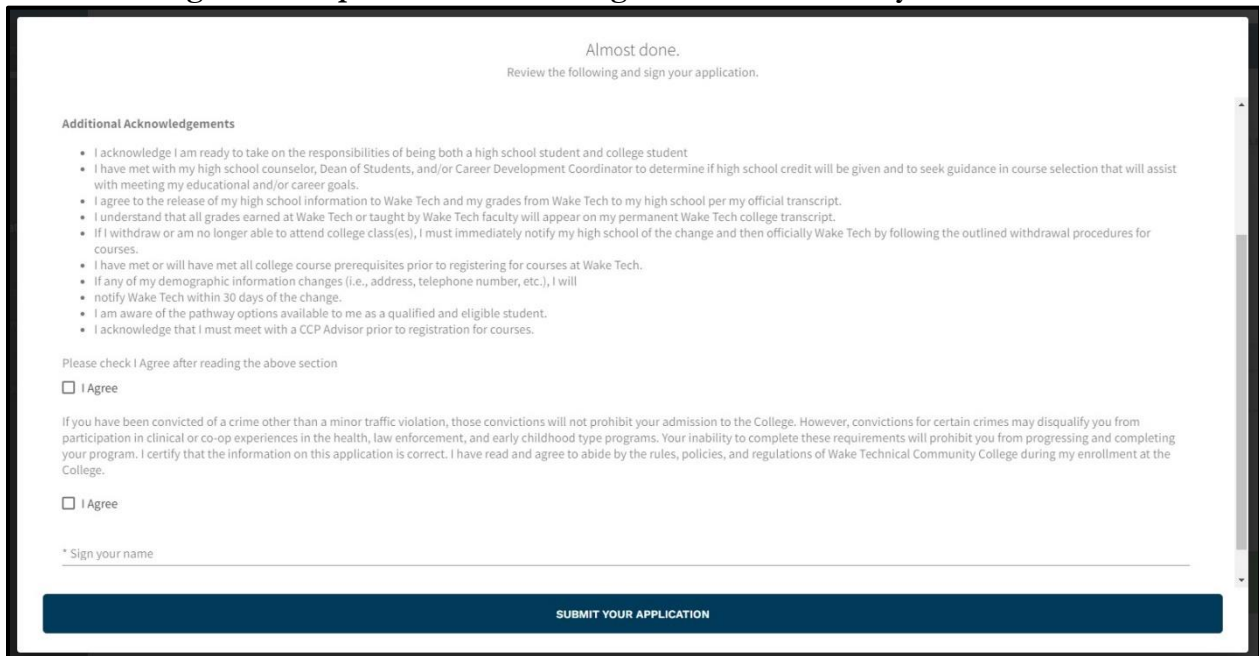
- **Your Information**
- **Education Goals**
- **Education Information**
 - **Attach current High School Transcript**
 - **Attach current/previous College Transcript(s) (if applicable)**
- **Signature Requests**

NOTE – Dashboard: When accessing and/or submitting a new form, the message area will provide helpful tips. Also, the “Application Progress” area will allow you to view which areas of your form still needs to be completed. Before submitting your form, ensure that all information is accurate and correct. Email ccp@waketech.edu for assistance if you submit incorrect information in error.



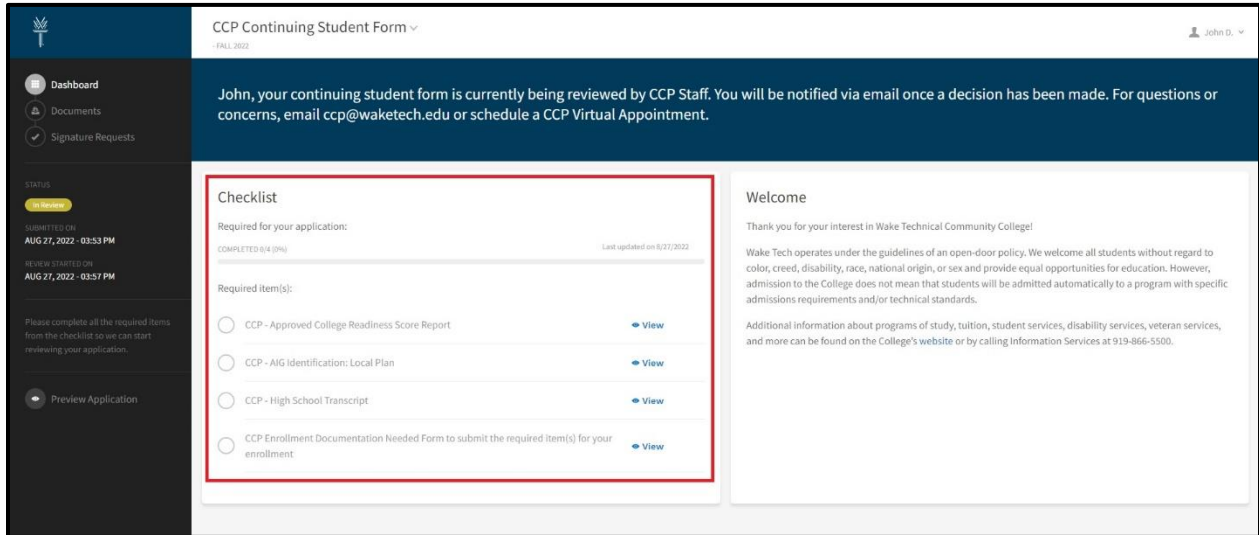
The screenshot shows the CCP Continuing Student Form dashboard. At the top, it says "CCP Continuing Student Form" and "India J.". On the left is a navigation menu with "APPLICATION PROGRESS (99%)", "Dashboard", "Your Information", "Education Goals", "Education Information", "Signature Requests", "Submit Application", and "Preview Application". The main content area has a large blue box with the text: "Hello, India. Welcome to the CCP Continuing Student Form (for current CCP students). Your form is automatically saved as you work on it. Don't worry about losing anything. If you don't finish now, come back and pick up where you left off. If you have submitted information in error after submitting the form, please email ccp@waketech.edu for assistance. Please do not submit multiple forms. Form Deadline: December 15, 2022." Below this is a "CONTINUE APPLICATION" button. Further down is a "Welcome" section with text about Wake Tech's open-door policy and contact information for Information Services.

Review and agree to the provided acknowledgements and submit your form



The screenshot shows the "Almost done." review page. It says "Review the following and sign your application." Under "Additional Acknowledgements", there is a list of 8 bullet points regarding responsibilities, counselor meetings, transcript releases, withdrawal procedures, prerequisites, demographic changes, pathway options, and CCP Advisor meetings. Below the list, it says "Please check I Agree after reading the above section" and has an "I Agree" checkbox. A paragraph follows: "If you have been convicted of a crime other than a minor traffic violation, those convictions will not prohibit your admission to the College. However, convictions for certain crimes may disqualify you from participation in clinical or co-op experiences in the health, law enforcement, and early childhood type programs. Your inability to complete these requirements will prohibit you from progressing and completing your program. I certify that the information on this application is correct. I have read and agree to abide by the rules, policies, and regulations of Wake Technical Community College during my enrollment at the College." This is followed by another "I Agree" checkbox. At the bottom, there is a field for "* Sign your name" and a large blue "SUBMIT YOUR APPLICATION" button.

**Review Checklist and submit additional documentation (if form is deemed “Incomplete”)
You will receive email instructions on how to submit missing documents for review.**



CCP Continuing Student Form ▾
- FALL 2022 John D. ▾

John, your continuing student form is currently being reviewed by CCP Staff. You will be notified via email once a decision has been made. For questions or concerns, email ccp@waketech.edu or schedule a CCP Virtual Appointment.

Checklist

Required for your application:

COMPLETED 0/4 (0%) Last updated on 8/27/2022

Required item(s):

- CCP - Approved College Readiness Score Report [View](#)
- CCP - AIG Identification: Local Plan [View](#)
- CCP - High School Transcript [View](#)
- CCP Enrollment Documentation Needed Form to submit the required item(s) for your enrollment [View](#)

Welcome

Thank you for your interest in Wake Technical Community College!

Wake Tech operates under the guidelines of an open-door policy. We welcome all students without regard to color, creed, disability, race, national origin, or sex and provide equal opportunities for education. However, admission to the College does not mean that students will be admitted automatically to a program with specific admissions requirements and/or technical standards.

Additional information about programs of study, tuition, student services, disability services, veteran services, and more can be found on the College's [website](#) or by calling Information Services at 919-866-5500.

STATUS

[Review](#)

SUBMITTED ON:
AUG 27, 2022 - 03:53 PM

REVIEW STARTED ON:
AUG 27, 2022 - 03:57 PM

Please complete all the required items from the checklist so we can start reviewing your application.

[Preview Application](#)



Glossary

Statutes

Submitted – Applicant has submitted an enrollment form (application or continuing form).

To Be Reviewed – The enrollment form is ready to be reviewed by a CCP staff member.

In Review – The enrollment form is currently being reviewed by a CCP staff member. Email correspondence and instructions will be sent to the applicant if a form is deemed “Incomplete”.

Admitted – The enrollment form has been approved.

Denied – The enrollment form has been denied.

Other Terms

Principal (or equivalent administrator):

- Person responsible for administration of a high school, grades 9-12.
- Examples:
 - o Principal
 - o Assistant Principal
 - o Headmaster
 - o Administrator
 - o Homeschool Administrator

Designee:

- Person appointed by “Principal” or “Equivalent Administrator” of a high school, grades 9-12, designated to provide consent/approval.
- Examples:
 - o Dean of Students
 - o Career and Development Coordinator (CDC)
 - o Counselor (Guidance, Student Services, etc...)

College Readiness Scores:

- College Readiness Scores are considered as standardized test completed during high school grades 9-12.
- Examples:
 - o PSAT 10
 - o PSAT/NMSQT
 - o Pre-ACT (10)
 - o ACT



- SAT
- Wake Tech RISE