

CCP New Student Application

How to Submit Application User Guide

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

Begin and complete the New Student Application process by doing the following:

- Click Start Application
- Select CCP New Student Application
- Create an Account

NOTE – Only create a New Account if you have not previously done so. Students who have previously created an account should log in utilizing their previous credentials.

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. Only utilize a personal email address (Ex. Gmail) when creating your account. 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 ap What do you want	oplication to apply for?		
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CCP Continuing Student Form				
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Access the Dashboard and begin entering required information into the following areas:

- Your Information
- Education Goals
- Education Information
 - o Attach current High School Transcript
 - Attach current/previous College Transcript(s) (if applicable)
- Test Scores
 - Attach AIG Identification Documents and/or College Readiness Scores (if applicable)
- Signature Requests



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

₩	CCP New Student Application v Laboratory Lab	
APPLICATION PROGRESS(79%) Dashboard Vour Information Education Goals Education Information Test Scores Signature Requests Submit Application Preview Application	Hello, John Welcome to the CCP New Student Application (for High School students). Your application 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 application, please email ccp@waketech.edu for assistance. Please do not submit multiple application forms. Application Deadline: December 15, 2022.	
	Welcome Thank you for your interest in Wake Technical Community College! Wake Tech operates under the guidelines of an open-door policy. We velcome all students without regard to color, creed, disability, race, national origin, or serve and provide equation 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.	

Review and agree to the provided acknowledgements and submit your application

	weview the following and sign your application.			
Additional Acknowledge	ments			
I acknowledge I am i I have met with my I with meeting my ed I agree to the release I understand that all If I withdraw or am r courses. I have met or will ha If any of my demogr notify Wake Tech wil I am aware of the pa I acknowledge that I Please check I Agree after i IAgree If you have been convicted participation in clinical or your program. I certify tha College.	ready to take on the responsibilities of being both a high school student and college student high school counselor, Dean of Students, and/or Career Development Coordinator to determine if high school credit will be given and to seek guidance in course selection that will assist uctional and/or career goals. to fmy high school information to Wake Tech and my grades from Wake Tech to my high school per my official transcript. grades earned at Wake Tech or taught by Wake Tech faculty will appear on my permanent Wake Tech college transcript. to longer able to attend college class(es), i must immediately notify my high school of the change and then officially Wake Tech by following the outlined withdrawal procedures for we met all college course prerequisites prior to registering for courses at Wake Tech. aphic information changes (i.e., address, telephone number, etc.), I will hin 30 days of the change. thway options available to me as a qualified and eligible student. must meet with a CCP Advisor prior to registration for courses. reading the above section I 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 co-op experiences in the health, law enforcement, and early childhood type programs. Your inability to complete these requirements will prohibit you from my disquality college during my enrollment at the			
I Agree				
* Sign your name				
SUBMIT YOUR APPLICATION				



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

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Dashboard Documents Signature Requests	Elvin, your application 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.				
STATUS	Checklist Required for your application:	Welcome Thank you for your interest in Wake Technical Community College!			
JUL 7, 2022 - 04:36 PM REVIEW STARTED ON AUG 27, 2022 - 03:09 PM	COMPLETED (4) [194] Last updated on 8/24/2022. Required item(s):	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 prochemical standards.			
Please complete all the required items from the checklist so we can start reviewing your application.	CCP - Approved College Readiness Score Report Vlew CCP - AlG identification: Local Plan Vlew	Additional information about programs of study, fultion, 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.			
Preview Application	CCP - High School Transcript CCP Enrollment Documentation Needed Form to submit the required item(s) for your enrollment View				



Glossary

Statuses

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.

Withdrawn – The enrollment form has been withdrawn due to successful completion of form/process or ineligibility.

Other Terms

Principal (or equivalent administrator):

- Person responsible for administration of a high school, grades 9-12.
- Examples:
 - 0 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
 - Career and Development Coordinator (CDC)
 - o Counselor (Guidance, Student Services, etc...)

Parent/Guardian:

- Person considered as a birth or adoptive parent, legal guardian, or other person having responsibility for, or legal custody of the student.

College Readiness Scores:



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