**Concurrent Enrollment**

Concurrent Enrollment courses are taught at the high school by a college-approved high school teacher.  The high school teacher must have the necessary qualifications and experience required by CCRI and participate in CCRI training/professional development. A CCRI professor will serve as a liaison between the high school and CCRI, check-in throughout the academic year, and provide professional development.

The course must cover the same curriculum as the CCRI course and have equivalent depth and rigor.  Depending on the course requirements and the high school’s equipment/resources, high school students may have to:

* come to a CCRI campus for labs that require specific equipment.
* complete specific project(s).
* take the CCRI mid-term and/or final exam.

Students enrolled in Concurrent Enrollment courses must be held to the same standards of achievement and eligibility as students enrolled in on-campus courses.  This applies to class work as well as pre-requisite courses or Accuplacer scores.  The requirement to take CCRI ENGR 1020 is an Accuplacer score of Grid 3.

**Process**

1. Before students can take the Accuplacer, they must have a CCRI ID number. High school students should complete the CCRI Concurrent Enrollment paper application and FERPA within the first weeks of school.
2. High school teachers will need to verify their student roster throughout the academic year to ensure that all eligible students are registered for the class are listed on the roster. Please notify us if an enrolled student:
	1. leaves the course or moves out of district.
	2. does not want the college credit or
	3. if you feel the student is not able to handle the work required for the college credit.
3. To verify the roster:
	1. Go to **CCRI.edu** and login to your **MyCCRI**.
	2. Click on the **FOR FACUTLY TAB.**
	3. Under **Faculty Schedule**—click on **SUMMER CLASS LIST OF OFFICIALLY ENROLLED STUDENTS**.
	4. You will be asked to click the **SUBMIT** button. This will lead to a page where your course should appear.
	5. In late May or early June, when you have finished teaching your course, please enter the students’ grades.
4. Your high school students are officially enrolled in a CCRI course. They have access to the CCRI library, computer labs, Student Success Center, Counseling & Advising, etc.
5. Please be sure students are aware that once the course finished, they now have transcripted credit. If they attend CCRI they do not need to do anything because the credits/course will be listed on their transcript. If they go on to another school they will need to request their CCRI transcript is sent to the school of their choice by clicking [here](https://www.ccri.edu/oes/records/onlinetranscript.html).

**FALL / SPRING / 2022-2023**

 **2022**

* **September 13 to 24**
	+ Students complete CCRI application and FERPA form. CCRI ID numbers will be issued so students can take the Accuplacer.
* **September 20 to October 8**
	+ Accuplacer Exams
* **October 15**
	+ Verification of student roster
* **December 15**
	+ Verification of student roster

**2023**

* **March 15**
	+ Verification of student rosters
* **June—as soon as your high school grades are completed**
	+ Submit grades to CCRI