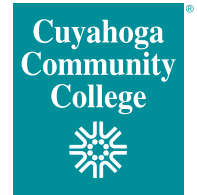


# Cuyahoga Community College (Tri-C®) College Credit Plus Admission Checklist

*During Remote Access Period*



The College Credit Plus program allows students to enroll concurrently in middle or high school and in college courses. **All CCP students must submit an Intent to Participate Form to their middle or high school (or to the Ohio Department of Education for private schools and home schools) by May 1.**

Private and home school students should refer to the [Ohio Department of Education College Credit Plus website](#) for funding and important dates. All steps in the admission checklist below must be completed prior to registering for CCP courses.

**Tri-C CCP currently has rolling admission and will accept applications beyond our recommended April 15 deadline.**

## 1. Apply to Tri-C

- Apply for admission at [www.tri-c.edu/ccpapply](http://www.tri-c.edu/ccpapply)
  - You will need your social security number and email address to complete the application.
  - You will receive an email notification with your Tri-C student ID number after your application is processed.

## 2. Send in Transcript

- Submit middle school report card or high school transcript to your campus CCP coordinator.
  - Printed and electronic transcripts accepted. See CCP coordinator contact information below.

**Your transcript is used to determine CCP eligibility. Current state guidelines (during COVID-19) maintain that students must have a current, cumulative GPA of 3.0 or higher to be eligible for CCP.**

## 3. Tri-C Placement

- Submit qualifying ACT or SAT scores from the last two years.** See grid for qualifying scores. Printed and electronic unofficial scores accepted. Access your scores from the ACT/SAT website and submit to [admissions@tri-c.edu](mailto:admissions@tri-c.edu) for processing.  
*\*PSAT/PLAN scores not accepted.*

If you do not have qualifying test scores, your GPA may be able to place you. Students in grades 10-12 with a 3.0 GPA do not need to take the English placement test. Students in grades 7-9 do need to take the English placement test.

English test scores are required for all courses; math test scores are required only for Tri-C courses with a math prerequisite. Visit the [CCP Placement Testing](#) page for more information.

ACT or SAT scores can waive a student from taking Tri-C's placement tests.		
	Math	English
ACT	21+	18+
SAT	520+	480+

## 4. Admission Decision

- Your decision letter will be sent via email, with instructions on next steps.

*(continued on page 2)*

## Logging into my Tri-C space

As soon as your application is processed, the College will generate your *my Tri-C space* account. Here, you will find important information regarding placement testing, accessing student email, and course planning. You can also access your student email through *my Tri-C space*. Check your email regularly for important updates.

1. Go to tri-c.edu
2. Click "Change Your Password" to create a password.
3. Enter your Tri-C ID (S#) and click "Continue."
4. Enter your date of birth as your old password.  
(M/D/YYYY format with no leading zeros.)
5. Create a new password. Re-enter the password.
6. Click the Change button. You will be redirected to the *my Tri-C space* login page.
7. Log in using your Tri-C ID and the password you just created.  
(You will need to create a new password every 120 days.)

## CCP Office Contacts

Campus	Address	Email
Eastern Campus	4250 Richmond Road Highland Hills, OH 44122	ccpeast@tri-c.edu
Metropolitan Campus	2900 Community College Ave. Cleveland, OH 44115	ccpmetro@tri-c.edu
Western Campus and Brunswick University Center	11000 Pleasant Valley Road Parma, OH 44130	ccpwest-brunswick@tri-c.edu
Westshore Campus	31001 Clemens Road Westlake, OH 44145	ccpwestshore@tri-c.edu