Did you complete your College Credit in High School (CCIHS) Online Application? 
Registration cannot be finalized without your application [https://www.uwgb.edu/ccihs/apply/](https://www.uwgb.edu/ccihs/apply/)

**STEP 2: COMPLETE THE REGISTRATION FORM**

*You need to complete a registration form for each class you are completing for college credit.*

- Go to the CCIHS registration website: [https://www.uwgb.edu/ccihs/register/](https://www.uwgb.edu/ccihs/register/)
  On the page, locate the link **COMPLETE STUDENT REGISTRATION FORM**

- **SELECT - CREATE AN ACCOUNT**
  1. Complete all required fields to create your account.
  2. You will receive an email to verify and activate your account.
  3. After your account is activated, log in with the User Name, Password and Security Answer you created.

- **Complete the following areas of the form:**
  * = required fields
  - [ ] Enter your personal information
  - [ ] Select your school, course name and type your teacher’s name
  - [ ] Indicate if you completed the online application or need to *(you will not be registered for the course until your application is received)*
  - [ ] Type your name and date
  - [ ] Click on Next *(Disregard the Office Only section)*

- **Submit your registration form.**
  - [ ] Type your name
  - [ ] Click on Sign Electronically
    - Do not click ‘opt out and print’ link. We will not receive your registration!
  - [ ] You will only see the message stating your registration was submitted.  
    You will not receive an email confirmation.