

Steps to Earn College Credit



1 APPLY



Complete Application

- Go to www.uwgb.edu/ccihhs/apply to complete an application to the CCIHS program.
 - An application to the CCIHS program is required every year, even if an application was previously submitted.
- Application instructions are available at www.uwgb.edu/ccihhs/apply.
 - Read and follow the instructions provided on the page to complete it.
- An email confirmation will be sent after the application is submitted. If this email confirmation is not in the primary folder, please check junk and/or spam folders.
 - Forward the email to your high school teacher(s), so they know you completed the application.

2 REGISTER



Complete Registration Form

- Complete your registration form during your class visit with the UW-Green Bay representative.
 - A registration form is required for each UW-Green Bay CCIHS course you're taking for credit.
 - Go to www.uwgb.edu/ccihhs/register to complete your registration form.
- Tuition for this course is \$ _____.
 - Tuition is reduced to \$100 per credit.
 - Your registration form is your commitment to earn college credit and paying the cost of tuition. You will pay the tuition to your high school.
- Drop deadline for this course _____.
 - Talk to your teacher first if you are struggling with coursework to determine if you are able to work out a solution.
 - If dropping the course is best for you, notify your teacher and UW-Green Bay CCIHS at ccihhs@uwgb.edu.
 - You're still responsible for paying tuition and your transcript will reflect the dropped course.

3 REQUEST



Order Official Transcript to Complete Transfer of Credits

- Request to have your official transcript sent to the college of your choice after your senior year on July 1 or later.
- Go to www.uwgb.edu/ccihhs/transcripts to order your official transcript.
 - Read and follow the instructions provided on the page.



COMPLETE ONLINE APPLICATION

Apply at www.uwgb.edu/ccihhs/apply



CONGRATULATIONS!

You are registered for your college course!

You are now eligible for the perks of being a UW-Green Bay college student.

College I.D. | Library Access




TRANSFER YOUR CREDITS

Connect with Us!

www.uwgb.edu/ccihhs
ccihhs@uwgb.edu

Is CCIHS right for you?

 **More information:** www.uwgb.edu/ccihhs
If CCIHS is right for you, complete the actions steps on the other side.



WHAT

CCIHS is a dual enrollment program. Earn credit for your high school course and college credit at the same time!

You can experience the rigor and requirements of a **college coursework** and at the same time learn how to develop skills for **college success** while in the familiarity of your high school environment.

Your teacher is a UW-Green Bay **approved instructor** and will teach you the same content as if you were taking the course on campus.

Students taking a **world language** for college credit have the ability to earn 14 credits (3 credit class + 11 retroactive credits). **No placement exam required to earn the credits through UW-Green Bay.**

www.uwgb.edu/retroactive-credits



WHEN

Now! You have the opportunity to take a CCIHS course at your high school.

Save money on tuition! UW-Green Bay CCIHS credits are offered at a reduced tuition compared to tuition paid by an on-campus, undergraduate resident student.

Accelerate the completion of a college degree!

Gain a **competitive advantage** over other college/university applicants. This may allow you to **register earlier** for courses than your peers to get the courses you need sooner. CCIHS students may find they have the **academic flexibility** to study abroad or pursue additional academic subjects.



WHY

As a CCIHS student, you'll get a head start on your college education!

The college credits you earn are **transcribed credit** which means these credits will be shown on an official UW-Green Bay college transcript.

Credits will **transfer** to all UW institutions and to most out-of-state, private and technical colleges. Some of these credits can give you a head start in meeting the required **General Education credits** you need in college. See how credits transfer at www.transferology.com.

If you are willing to **challenge yourself**, you will be successful in completing your course, earning college credit and establishing a college transcript.

Questions? Contact CCIHS at ccihhs@uwgb.edu or 920-465-2480.