

New Students follow these steps to be a Concurrent Enrollment student at Aims Community College:

Make sure to follow your district's deadlines, guidelines and policies for Concurrent Enrollment.

Application to Aims

Students must apply to the college they plan to attend. Visit www.aims.edu for an online or paper application.
Returning students within 1 year of last course attended need not re-apply.

Assessment

Students must either take Accuplacer or show qualifying ACT scores to enroll in certain courses. Not all courses require assessment—check the course schedule or catalog for information.

ACT [English: 18 Reading: 17 Math: 19 College Math: 23]
SAT [Verbal: 440 Math: 460]

Meet with high school counselor and/or college academic advisor

Students must meet with a counselor or academic advisor to understand Concurrent Enrollment allowing them to enroll in college courses while still in high school. **Students under the age of 16 attending courses on any Aims campus must meet with a designated college advisor prior to registration (parent must be present).**

Completed & Approved Agreement Form with ALL signatures

Students must complete a Concurrent Enrollment Agreement form in addition to the college application. This paperwork must be approved by your high school and/or school district prior to enrolling in courses. Additional forms may be required by your high school/school district. See your high school counselor for forms and details.

Note: Forms must re-submitted each semester in which you enroll as a Concurrent Enrollment student.

Register for Course(s)**

Students are responsible for the registration of the course(s) they are approved for.

**Registrations for courses offered on the high school campus will be handled by the Concurrent Enrollment office.

Purchase course books/materials

Obtain parking permit and school ID

Pay Tuition and/or Fees

Pay all tuition and fees not covered by high school/school district no later than the end of the semester.

Returning Students must complete this form and have met all course prerequisites to re-enroll as a Concurrent Enrollment student.

***Career Academy & ASCENT Students:** Program specific packets are available as each program has specific paperwork. You must contact your high school counselor for information prior to completing these forms.

Deadlines: Speak with your high school counselor regarding deadlines and due dates for all paperwork

Neither your high school or Aims Community College is responsible for monitoring submission forms. You are asked to be thorough, proactive, and timely throughout the procedures outlined for you.



Concurrent Enrollment Programs Agreement Form

Student: You have indicated that you are interested in taking a course at Aims Community College. Persons under 21 years of age enrolled in 9th-12th grade in a Colorado school district and who demonstrate academic preparedness are eligible for Concurrent Enrollment Programs. Concurrent Enrollment students earn both high school and college credit for the same course, and the student's share of college tuition is paid by the school district. Students in 12th grade may enroll in college basic skills courses, if approved by their school district. Students retained for instructional purposes beyond the 12th grade, may enroll in no more than nine (9) college credits concurrently during the following year. To enroll in a course at Aims Community College, a student must have completed the minimum course prerequisites and all required assessments.

Program: Concurrent Enrollment Career Academy* ASCENT* **Semester:** Fall Spring Summer **Year:** 20_____

Section A: To be completed by student (PLEASE PRINT in BLACK or BLUE INK)

Last Name: _____ **Gender:** Female Male*

First Name: _____ *Must be registered for Selective Service if age 18

Middle Name: _____ **Date of Birth:** ____/____/____

SSN: _____ (Not required for admission, used to match past/future records & verify Selective Service)

HS Student ID#: _____ **SASID #:** _____ **Aims ID#** _____ (if known)

Address: _____ **PO Box:** _____

City: _____ **County:** _____ **State:** _____ **Zip:** _____

Phone: Mobile: _____ **Land Line:** _____

Current High School: _____ **School District** _____ **City:** _____

Current Grade: _____ **Graduation Month/Year:** _____ **Test(s) Taken (Circle):** ACT Accuplacer SAT

Parent/Guardian Name(s): _____

Attention High School Counselor: Your initials next to a course verify that the course is included in the Student's ICAP/PEP.

Student: You are responsible for obtaining/completing prerequisites, permissions, and orientations needed prior to registration.

| CRN | Subject | Course Number | Title | Credit Hours | Course Location (H.S./College) | Counselor Initials |
|-------|---------|---------------|--------------------------|--------------|--------------------------------|--------------------|
| 56789 | MAT | 121 | Example: College Algebra | 4 | College | JAC |
| | | | | | | |
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Section B: To Be Read and Signed by Student and Student's Parent/Guardian

Signatures below indicate that the above named student wishes to participate in the Concurrent Enrollment Program and all parties agree to the following:

1. Student has received advice and/or counsel regarding such participation from his or her current high school and/or an academic advisor.
2. The student will meet the same course expectations and prerequisites as all other college students, as noted in course catalog, class syllabus, and college policy and procedures.
3. College course credits may transfer in congruence with Colorado Guaranteed Transfer (GT) Pathways or articulation agreements if the student earns a "C" or better in the course.
4. If the student seeks to add, drop or withdraw from a college course, he/she must meet with the High School counselor and notify the college Concurrent Enrollment or Admissions staff in writing prior to the add, drop or withdrawal deadline.
5. If the Student receives a grade of 'F', 'W', or an 'Incomplete' on their college transcript, student may be required to pay back the tuition cost to the school district. Grades lower than 'C' can have an impact on future aid awards and higher education admissions.

Deadline: _____

Office Use Only

A00-_____ Term _____

6. The grade received in the course will appear on the student's official high school and permanent college transcript and cannot be removed.
7. The course satisfies college degree, certificate and/or basic skills requirements and is in line with the students Individual Career & Academic Plan (ICAP/PEP).
8. Only courses that apply toward a college degree or certificate, or (for 12th graders only) that qualify as basic skills courses, are covered under the Concurrent Enrollment program.
9. The student may not enroll in a course under the Concurrent Enrollment Program unless it is approved by the School District. Students registering into an unapproved course(s) may be held responsible for all tuition and fees per the School District policy.
10. In compliance with the **Family Educational Rights and Privacy Act (FERPA) of 1974**, the student gives permission to Aims Community College to report absences, disciplinary issues, and the release of grades, transcripts, in progress grade, class schedules, and billing information, as available, to the above noted High School/School District for any courses enrolled under Concurrent Enrollment Program. Student information will not be provided to a parent/guardian without separate written permission from the student.
11. The student will adhere to the college Student Code of Conduct, all college rules, regulations and policies, including financial obligations, and meet all college and course deadlines as outlined in the college catalog, course schedule, and/or course syllabus.
12. Students under the age of 16 who plan on taking courses on any one of Aims CC campuses must meet with an Aims designated college advisor **prior** to course registration. A parent/guardian is required to attend the meeting with his/her student.

In signing this agreement, I understand and will abide by all statements and information in Sections A and B.

If the student is under 18 years of age at the time this application is signed, the student's parent/guardian agrees:

1. Aims Community College may assess, advise, and enroll my student, and may issue and permanently record earned grades,
2. Aims Community College may hold me liable for tuition, fees, and any other charges accrued by my student, and
3. Aims Community College may hold me responsible for my student's behavior according to college code.
4. I understand that this consent is for the entire time that my minor child is enrolled. I understand it is up to me to affirmatively withdraw my consent if I wish to do so.

Student Signature and Date

Parent/Guardian Signature and Date

Deliver this form to your high school counselor. This agreement is student and college specific. A separate agreement and college application must be completed for each eligible post-secondary institution & term that high school students plan to attend.

Section C: Student Eligibility & High School Approval. To be completed by high school counselor/principal.

Check all that apply:

- | | |
|--|--|
| <input type="checkbox"/> This student is under 21 years of age. | <input type="checkbox"/> This student is eligible to enroll in basic skill courses at the college (12 th grade only). |
| <input type="checkbox"/> This student is currently in the _____ grade. | <input type="checkbox"/> The student's Accuplacer scores are attached. |
| <input type="checkbox"/> This student is continuing 12 th grade. | <input type="checkbox"/> The student's ACT scores are attached. |
| <input type="checkbox"/> *The student's Career Academy or ASCENT Addendum is attached. | <input type="checkbox"/> The student's SAT scores are attached. |

If signed by the Principal and/or the Superintendent (or their designees), the School District agrees to pay tuition for approved credits/courses per the school or district policy.

Approved by Counselor, Principal, or designee

Name of High School _____ Date _____

Signature _____ Title _____

Approved by School District Superintendent or designee

Signature _____ Date _____

Section D: College Approval

Approved by College Administrator

Name of College Aims Community College Date _____

Signature _____ Title _____

| Office Use Only | | | | |
|----------------------|---------------|---|--|-------------------------------|
| Aims ID A00-_____ | Term _____ | Student Type: H Degree, Major: HS, 0000 | *No Drop for Nonpayment* <input type="checkbox"/> "DF" Hold <input type="checkbox"/> "DS" Hold <input type="checkbox"/> "DU" Hold | SGAUSDF CA CEPA AC CACE |