

APEX FRIENDSHIP HIGH SCHOOL

Wake Tech - **New CCP Student** - Steps to Enrollment

1. Learn about CCP
 - ❖ <https://www.waketech.edu/admissions-aid/career-and-college-promise/newstudents>
 - ❖ Watch Wake Tech online CCP Information Session
 - ❖ Review [CCP Course Registration Onboarding](#)
 - ❖ See the AFHS [CCP Student Information Sheet](#)
2. Explore CCP Pathways and Eligibility Requirements
 - ❖ [College Transfer \(CT\) Pathways](#)
 - ❖ [Career and Technical Education \(CTE\) Pathways](#)
 - ❖ Wake Tech offers CCP students both a College Transfer pathway for those who plan to continue their education at a four-year college or university and a Career and Technical Education pathway for those seeking skills for immediate employment.
 - ❖ Students can take up to **two** pathways, but if they do, one **must** be a Career and Technical Education pathway
 - ❖ **See your counselor for assistance with this process, choosing the Pathway(s) which best align with your goals, and discussing how Wake Tech courses are counted toward high school credits.**
 - ❖ CCP students are allowed to take **only courses within their approved pathway(s)**, as well as within allowable credits and program-specific restrictions. **Students who register for courses outside of their approved pathways will be dropped from those courses.**
3. Review [CCP Enrollment and Eligibility Checklists](#)
4. Complete [CCP Application](#)
 - ❖ Use your personal email address for the CCP application process
 - ❖ **Use Sarah Carter and scarter@wcpss.net as the Principal/Designee for the signature request**
 - ❖ **Request an electronic copy of your transcript through wcpss.scribborder.com List College and Career Promise as the reason.**
5. Receive Official Acceptance Letter from Wake Tech
 - ❖ This will include information regarding activating your Student Key Account needed for next steps. Follow the steps in the letter and keep up with your Wake Tech student information (Wake Tech login information, Wake Tech Student ID, Wake Tech email).
6. Complete [New Student Orientation](#) (all CCP students) and [eLearning Intro](#) (any CCP student taking an online class)
7. Complete Wake Tech course registration
 - ❖ Students must be enrolled in a minimum of two AFHS classes
 - ❖ If leaving AFHS after 2nd period, choose Wake Tech classes beginning at 11:30 or later

❖ If leaving AFHS after 3rd period, choose Wake Tech classes beginning after 1:30.

8. Read and complete the [Dual Enrollment form](#). Return completed form to AFHS Student Services. If you are requesting a reduced schedule, include a copy of your Wake Tech course schedule.

10. Obtain Wake Tech Student ID/parking decal, purchase textbooks and/or required course materials, and attend class! Please note that you are expected to follow college-level policies and procedures expected of you by your Wake Tech professor. Pay attention to attendance policies, testing policies, and grading policies listed on your syllabus.

IMPORTANT: DO NOT DROP A CCP COURSE WITHOUT PRIOR PERMISSION FROM MRS. CARTER. DROPPING A CCP COURSE MAY RESULT IN A WF ON YOUR HIGH SCHOOL TRANSCRIPT AND IN YOUR HIGH SCHOOL GPA CALCULATION.