

# Ready to become a CCP student? Complete our checklist!

## ☐ Complete an Application for Admission

When you're ready to get started, simply apply online! Complete the application at [www.clarkstate.edu](http://www.clarkstate.edu). Click *Apply Online* and select *Apply to High School Programs* in the toolbar. Prefer in-person interaction? Stop by one of our campus locations and meet with our Admissions staff. We're always glad to see you and happy to help.

### QUESTIONS?

#### Admissions Office

937.328.6028

[admissions@clarkstate.edu](mailto:admissions@clarkstate.edu)

## ☐ Transcripts

### Have you taken college classes at another college or university?

Request that your transcripts be sent to Clark State. If your previous college credits allow you to bypass the placement tests (college level English and math), an unofficial copy of your transcript may be used for the first semester only.

To register for subsequent semesters and to have transfer credits evaluated, you must provide an official copy of your transcript. Transcript evaluation can take up to six (6) weeks. Once it is complete, you will receive an email notification, and you can view your transferred credits via WebAdvisor on the myClarkState student portal.

## ☐ Take the Placement Tests

Take the college placement tests unless you have previous college credits in English and math from a regionally accredited college. **Adequate ACT/SAT scores and high school transcript may allow the bypass of placement tests.**

### 1. CCP State Eligibility Requirements:

- Next-Generation Accuplacer: Reading - 250; Writing - 263; Write Placer - 5; Quantitative Reasoning, Algebra and Statistics - 263; Advanced Algebra and Functions - 263
- Classic Accuplacer: Reading - 80; Writeplacer - 5; College Level Math - 55
- ACT: Reading - 22; English - 18; Math - 22
- SAT: Reading and Writing - 480; Mathematics - 530

### 2. Students with a learning disability, medical condition, sensory impairment, psychological condition (including ADD/ADHD) or had an IEP in high school, should contact the Office of Accessibility for help with completing placement testing:

- Springfield (Leffel Lane) 937.328.6019, Beavercreek (Greene Center) 937.429.7155, [accessibility@clarkstate.edu](mailto:accessibility@clarkstate.edu)

### 3. The placement tests must be taken at least 24 hours prior to attending orientation. To schedule your tests contact the testing center in Springfield at 937.328.6049, Beavercreek at 937.429.8921 or Bellefontaine at 937.328.6484.

### 4. Visit [accuplacer.collegeboard.org/students](http://accuplacer.collegeboard.org/students) for test information and sample questions.

### 5. A valid photo ID must be provided at the test center.

## ☐ Schedule and Attend a CCP New Student Orientation

The CCP New Student Orientation gets you up to speed on college life; and you can become acquainted with campus resources and technology that you will use as a Clark State student. From meeting with your CCP advisor, registering for classes, receiving your class schedule to getting familiar with our campus, CCP New Student Orientation is a must! **See each CCP advisor and their contact information listed in the College Credit Plus brochure!**

Register online at [www.clarkstate.edu](http://www.clarkstate.edu). Search "College Credit Plus Orientation" in the search bar on our website to complete your registration.

*Register and attend ONLY if you plan to take classes at Clark State (all locations including online). This is not required for students taking classes located at their high school.*