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CWU College in the High School Student Application Process

1. What classes?

Talk to your teacher or guidance counselor, find out what classes are offered, and how to enroll. The CWU classes being offered are different for each school.

2. Registration

Find out if the class you want to take has prerequisites, and if they do, how to meet them. Your teachers and counselors will help you with this.

Go to cihs.cwu.edu and create or log into your student registration account. Fill all the fields completely. Make sure you enter an accurate email address for your parent/guardian, so they can add their consent online. The system will notify your school administration that you have applied, and when they have reviewed and approved your application, CWU will process it.

3. Notification

After the *first* time you register as a new CWU student, you will receive a letter in the mail and by email, which contains your CWU Username and ID number. Use the information to set up your MyCWU Account online. This is a separate but linked account. This is a portal to verify your enrollment, associated fees (if any), checking your grades and having access to additional perks (library, tutoring and more) as a CWU student.

4. Continue taking classes

You can continue to take more dual-credit classes while staying at your high school. Credits from CWU transfer to other in-state and many out-of-state colleges and universities. It is important to check with the admissions office of the university you plan to attend to confirm transference of **any** credit earned prior to your high school graduation.

Central Washington University
is proud to provide
College in the High School across the State of Washington.

For more information please contact us or visit our website.

High School Partnerships

400 E University Way • Ellensburg WA 98926-7431 • Office: 509-963-1351 • Fax: 509-963-1690
Hebeler Hall, Room 122 • Email: hspartnerships@cwu.edu • Web: cwu.edu/hspartnerships
EEO/AA/TITLE IX INSTITUTION • FOR ACCOMMODATION EMAIL: DS@CWU.EDU.





LEARN. DO. LIVE. CWU CiHS, Running Start, or AP?

	CWU CiHS	Running Start	AP Courses
Learning environment	High school	College campus	High school
Students remain with high school peers and friends	Yes	Maybe	Yes
Courses conflict with other high school programs	No	Maybe	No
Programs conflict with district academic calendar	No	Likely	No
Homework time available in class	Likely	Unlikely	Likely
State revenue lost to your school districts per FTE	No	Yes	No
Teacher qualifications	Approved by CWU, professional development required.	Approved University or College Faculty	Approved by district
College credit earned	By meeting CWU course standards; assignments, quizzes and exams	By meeting individual teacher's course objectives	By score on one final standardized test
Teacher evaluation	By high school, students and site visits and observations by CWU liaison	By college department and students	By high school
Student eligibility	Placement test, or successfully passing previous coursework	Placement test, space available, GPA, etc.	Teacher discretion
Age limitations	Grades 9–12	Junior or senior standing	None
Tuition	\$60 per credit	None	None
Credit transferability	Accepted by most regional colleges and Universities	Accepted by most regional colleges and Universities	Most regional colleges require score of 3 or higher on AP test
Other costs	\$15 placement test fee, if required	Additional fees for transportation, books, registration, courses & technology, parking	\$94 AP Test Fee \$142 Capstone Test Fee \$40 Late order fee (after Nov. 15)
Other considerations	CWU resources for success are available to teachers and students.	College classes do not restrain content to accommodate high school students	Every college/university has different AP Test acceptance policy

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Next Steps for Students After Registration

Watch your mailbox

IMPORTANT! Your Username and ID number will arrive via USPS and email when you register the *first* time as a new CWU student. Use the information to set up your MyCWU Account online. Familiarize yourself with the MyCWU website, especially the Student dashboard. *Keep that letter in a secure place for future reference.*

Log in and use MyCWU

When you log in, you will have access to

- Verify your enrollment
- Associated fees (if any) and online payment option
- Check your grades
- Additional perks (library, tutoring, etc.)
- Confirm and update your contact information
- Order a transcript & start the credit transfer process

Establish your role

You have the responsibility for communicating with us, not your parent/guardian. Family Educational Rights & Privacy Act (FERPA) requires CWU to regard all enrolled students as adults and that we discuss personal information with *only* the student involved, unless written permission is received.

You can choose to designate a parent/guardian as an "Authorized User" on your account. This would enable them to log in, access your account and pay the bill online. They won't have access to academic records or other personal information.

What if...

"I can't remember how to log in to MyCWU" or "I forgot my username"

www.my.cwu.edu > **sign in** (upper right) > **forgot your password?** This link will give you options for changing your password, recovering an account and more help. IS Service Desk can be reached at (509) 963-2001 or www.cwu.edu/its/

"I want/need to withdraw" Check the deadline. <https://www.cwu.edu/college-hs/withdrawal-policy-and-deadlines>

Contact us, or have your teacher contact us, in writing, before the deadline. Be aware that any unpaid class fees will be due, even if you withdraw.

"I want to pay my bill" Log into MyCWU > At the top click Student -> Click Financial on the menu on the left -> Click Make a Payment and follow prompts. to pay online or add an authorized user, or mail a check to the address below (include your student ID number on the check). We cannot receive payments over the phone. **"When is payment due?"** Generally, bills go out in the mail the first week of every month. The due date will be on the bill.

"I want to transfer credits" Instructions, links, and additional content about preparing for college are at www.cwu.edu/college-hs/preparing-college

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June 8, 2022

Wanda Wildcat
400 E University Way
Ellensburg, WA 98926

Dear Wanda:

Thank you for choosing to participate in Central Washington University's College in the High School program! The friendships and professional relationships that you develop during your time with Central will remain valuable assets to draw upon as you pursue your education and professional interests. At Central Washington University, student success is our highest priority and we strive to provide students with exciting, diverse, personalized, and distinctive opportunities for learning.

Included in this letter is your MyCWU User Name and ID. You should have already received an email with information to activate your user account. If you did not receive that email, this letter will provide the same instructions. If you did not receive an email with your account activation information, please verify your home email address within MyCWU once you have activated your account. If you have questions about your MyCWU account please call our Help Desk at 509-963-2001 or go to <https://www.cwu.edu/its-helpdesk/>.

CWU User Name: **wildcatwa**

CWU Identification Number: **43773629**

To activate your account please visit wildcatpassword.cwu.edu select the 'Create New CWU Account' option and follow the instructions.

You will receive a message verifying the password you chose was successful. Once you have created your password, you can login into your account by going to my.cwu.edu. Enter your newly created User Name and Password. Make sure that you include '@cwu.edu' directly after your username.

If you have any questions, please contact the High School Partnerships office at 509-963-1351 or HSPartnerships@cwu.edu.

Good luck with your studies and I hope you enjoy your experience with Central Washington University!

Sincerely,

Arturo Torres
Registrar
Phone: (509) 963-3001
reg@cwu.edu



College in the High School CWU Resources & Support

MyCWU Account

You will receive a letter in the mail with your **MyCWU** username, CWU ID# and instructions to set up your account after signing up for a CWU CiHS class the FIRST time only. If you do not receive this information, please contact us at (509) 963-1351. Through your My CWU account, you are able to access many resources available to CWU students, such as your **student email**, making a payment, viewing your class schedule, accessing unofficial transcripts and requesting official transcripts. If you need assistance navigating **MyCWU** visit the **CWU Service Desk** for more information or call (509)963-2001.

Scholarship Resources

First-time freshmen, who participated in CWU Cornerstone/College in the High School or Running Start will be given the **Early Scholar Scholarship** \$500 tuition award, provided they earned a 3.00 cumulative GPA or higher in their CWU courses. Additional scholarships are available.

CWU Application Fee Waiver

Students that apply to CWU as a freshman, and participated in Central's College in the High School/Cornerstone program, can have the \$50 application fee waived. Find the link to instructions at: cwu.edu/college-hs/forms . It is very important to follow the directions.

Brooks Library

The Brooks Library provides access to a myriad of academic resources, technological support, and staff who can help students with their studies.

CWU Academic Success Center

The Academic Success Center provides tutoring and developmental education. Tutoring is available in a variety of formats, including the University Math Center, the University Writing Center, and PALs (support for historically difficult courses). All students are welcome to avail themselves of any of these free tutoring services offered. www.cwu.edu/academic-success/

CWU Disability Services

While 504 and IEP plans do not transfer to CWU, the accommodations that you have with your school can be used while participating in CWU College in the High School classes. CWU Disability services is still available if you have any questions.

CWU Career Services

The central purpose of Career Services is to help students prepare for academic and career success. We strive to serve the needs of the individual and create career-related programs and services that are responsive and accessible to our students and community

Case Management Services

The primary role of Central Washington University Case Management Services is to coordinate follow-up care for students in crisis or for students with higher needs and to provide assessment and referral for students to appropriate resources and services. Case Management Services focus on connecting students with appropriate resources and support to minimize the impact of an incident or behaviors on the specific student, other students, and faculty/staff, in order to balance an individual's needs with those of the surrounding community. www.cwu.edu/student-success/case-management

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This is an electronic communication from Central Washington University.



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CWU High School Partnerships

Provide for what comes after College in the High School

Track your credits

Keep all your information organized. Visit www.cwu.edu/college-hs/forms and find our Dual Credit Tracking Sheet in Student Forms.

Include any college credit earned from any institution. This will make it easier to complete college applications and order transcripts they require.

Application Fee Waiver

Participants in CWU High School Partnership programs, including Running Start, College in the High School and Cornerstone, are eligible to have the application fee waived when they apply to attend CWU.

Before applying to Central, follow this link www.cwu.edu/college-hs/forms for instructions and submit the fee waiver application. The fee cannot be refunded if you pay it with your application.

Early Scholar Scholarship

CWU High School Partnership participants who maintain a 3.0 GPA in CWU classes are automatically eligible for the \$500 Early Scholar Merit Scholarship. This will be applied to your first quarter tuition as a new, incoming CWU freshman. Additional scholarships are available through CWU. <https://www.cwu.edu/scholarships/fall-2020-merit>

Potential impact on financial aid

It is important to consider that by participating in CWU High School Partnership programs, there may be a potential impact on access to financial aid. Details and links to additional information can be found <http://www.cwu.edu/college-hs/sites/cts.cwu.edu.college-hs/files/documents/fin-aid-for-dually-enrolled.pdf>

Order Transcripts

If you are applying for a college other than CWU, log in to MyCWU or visit the registrar's office online to order your official CWU transcript. Instructions and the form will be found at www.cwu.edu/registrar/request-transcripts. Be sure to contact the admission office at the college you are planning to attend to find out how your CWU credits will transfer.

Visit Campus

Check in with CWU Admissions www.cwu.edu/programs/visit-cwu to arrange a campus tour. While you're here, come see us at High School Partnerships, in Hebeler Hall, and get some swag! We love meeting our partners.

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Central Washington University

Dual Credit Tracking

Name: _____

How to use:

- Follow the example on the first line.
- For each class, record the information on a new line about the credits you have earned.
- This will make it easier to keep track, and transfer your credits later.

***Credit Type: AP = Advanced Placement CHS = College in the High School RS = Running Start IB = International Baccalaureate CTE = Career Technical Education**

Created by CWU College in the High School 400 E. University Way Ellensburg WA 98926

509/963-1351 www.cwu.edu/hsgpartnerships

To order a CWU transcript, visit www.cwu.edu/registrar/request-transcripts



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Quick Fact Sheet

Your high school is providing students the opportunity to take college courses through Central Washington University right on your high school campus. These courses give students a head start towards earning a college degree, can reduce the cost of college attendance significantly, and can strengthen students' chances of being accepted by a university.

Students and Parents have asked:

After I graduate, do I have to attend CWU to get the college credits?

Credits earned through the CWU College in the High School (CiHS) Program can be transferred to most colleges and universities, in- and out-of-state.

Will these classes be harder than regular college prep classes?

Yes, however, many of your college prep classes are already taught at the college level. You could be receiving college credit for these classes, if they are part of the CiHS program.

Is this better than taking AP classes?

It is different.

In CWU CiHS classes, your teacher determines which daily work, quizzes, tests, participation, etc. are counted toward your cumulative grade for the term.

With AP courses, earning college credit is determined by the AP test score at the end of the course.

With College in the High School, students can earn college credit for a wider variety of classes, for which there are no AP exams.



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May I take the course and then decide to register later, if I do well?

Registration must happen at the beginning of each term, according to our registration deadline.

Are there prerequisite requirements to get into classes?

It depends on the class. For some classes there are none. For other classes you will need to have previous college-level coursework in the subject, or have suitable placement test scores.

What if I decide to withdraw from the course?

If you register, you are enrolled. After that, there is a period where you may withdraw from a course. Please familiarize yourself with the course dates, which can be found online at cwu.edu/college-hs/forms. Tuition or class fees cannot be refunded.

Will I have a college transcript?

Yes. Grades and credit earned will go on a CWU transcript, meaning they will follow you throughout your academic career.

Can I use the CWU library?

Yes. All CWU students have access to the library's materials. Most of the resources that the CWU library offers electronically may be accessed from off-campus, including a 24/7 librarian.

What about cost?

The full cost for a CiHS class is only \$60 per college credit, which is about a quarter of full price tuition at Central. Classes range from 1 to 5 credits, with most being 4 or 5 credits. Some districts have subsidies from the state to reduce this cost to students. Check with your high school for more information.



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