

Early College Programs (ECP) Enrollment Packet

Dear Early College Student;

Congratulations on the start of a new semester here at the College of Eastern Idaho (CEI). We want you to know we are Glad You're Here!

Please take a moment to make sure you have successfully completed the following steps:

Register for your CEI classes by submitting the specified ECP (Concurrent) Enrollment packet pages to the office. If your course requires prerequisites, you will need to provide proof of your ACT/SAT, other placement exam scores, or proof of successful completion of a prerequisite course (with a transcript).
(This part is critical if you want to receive credit at both your high school and CEI.)

Pay any out of pocket fees not covered by ECP Funds (Fast Forward Program)
Phone Number: (208) 535-5352 Location: CEI Business Office Building #3

If you are eligible for Fast Forward Funds
Log into the State's Advanced Opportunity portal and register for the funds to pay for your classes. Follow the two links for instructions.
<https://advancedops.sde.idaho.gov/>
<https://www.youtube.com/watch?v=Pa1BHHkKn-E&feature=youtu.be>

(Note: If you miss this step, you will be billed for the full amount of the classes through the high school and there will be a hold on your records and you will not have access to your credits until the full amount is paid.)

Attend and orientation w/Early College. This will be scheduled when you register.

Purchase/Rent the books for your classes from the CEI Bookstore

Location: Building #3 Phone Number: (208) 535-5367

Website: <https://www.bkstr.com/eitcstore/home>

Maps and tours are available to assist students with campus navigation

Our goal is to help you succeed. Please feel free to contact us should you need any additional information or guidance.

Becca Franco
Dual Credit Coordinator
(208) 535-5457
Building #3 – room 377
becca.franco@cei.edu

Tonya Tracy
Transition Coordinator
(208) 535-5330
Building #3 – room 377
tonya.tracy@cei.edu

Early College Programs (ECP) Enrollment Authorization Form

Student Name _____ High School Grade Level _____

High School _____ School Phone Number _____

Home School Student: Yes No

By signing below both parent and student acknowledge the following:

1. Early College at CEI (Concurrent) credit courses are college level courses. The curriculum is the same as regular CEI courses. Grades earned at the end of the term will be recorded on the student's college transcript, and will affect their college GPA.
2. Additional fees not covered by Fast Forward funding are the responsibility of the student.
 - a. Additional fees must be paid on or before term fee deadline. (See online catalog for specific deadlines)
3. The student is enrolling for nine credit hours or less of college work.
 - a. A student may petition to take additional credits after successful completion (C- or higher) of their first semester course(s).
 - b. A letter of recommendation from a prior semester CEI instructor will be required along with a General Petition.
4. The College of Eastern Idaho is not responsible for how the credits transfer back to the high school. It is recommended that the student verify how the college credits will transfer back to the high school prior to enrolling for the term.
5. Some courses may have placement requirements, which can be satisfied with ACT, SAT, or GAIN. (Applicable fees may apply)
 - a. Students may be required to provide their test results to CEI to demonstrate their proficiency.
 - b. Students should consult with their teacher and/or high school counselor before enrolling.
6. College of Eastern Idaho is required by law, regardless of age, to keep student records confidential. Without your express permission, we cannot share your student records with anyone but you. If you wish to allow CEI to disclose your student records to your parents or legal guardians while you are a Concurrent Enrollment student you must complete a Release of Information Form.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

By signing below the high school verifies that the student applicant for concurrent enrollment meets the following qualifications:

1. The student has completed a College of Eastern Idaho Non-Degree seeking registration form.
2. The student is enrolled in his/her high school and **(a)** is in good standing, **(b)** is meeting the prescribed curriculum **(c)** and will receive the high school diploma at the appropriate graduation time.
3. The student has at least a **3.0 GPA** on state required subjects.
4. The student is 16 years of age or older.
5. The student is enrolling for nine hours or less of college work.
6. The student has the permission of the high school principal and high school counselor.

Counselor Signature _____ Date _____

High School: Please keep a copy of this form for student records

Course/Section #	Credits	HS Counselor Initial	Student Initial	Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

For CEI use only:

Revised 10.30.18

ECP Verified

Sponsorship Entered (BO Office)

Early College Programs Office (Perc added)

**Return this completed page to
Early College Programs**

ID# _____

Early College Non Degree Registration Form

Last Name _____ First _____ Middle _____

Mailing Address _____ City _____ State _____ Zip _____

Phone # Cell or Home _____ Gender Male Female

SSN _____ DOB _____ Email _____

General Information

Citizenship USA Other

If you are not a US citizen, you will be required to provide proof of lawful presence in the United States in order to qualify for Idaho residency for tuition purposes.

Academic Information

Did/Will you graduate from high school? Yes No
(month/year) ____ / ____

High School: _____ City _____ State _____

Residency

Section 33-3717B Residency Requirements, Idaho Code
IDAPA 08.01.04 – Rules Governing Residency Classification

State of Residency _____ From ____ / ____ / ____ To ____ / ____ / ____

If Less than 12 months, previous State _____

County of Residence _____ From ____ / ____ / ____ To ____ / ____ / ____

If less than 12 months previous county _____

Ethnicity	Hispanic <input type="checkbox"/>	Non-Hispanic <input type="checkbox"/>			
Race	White <input type="checkbox"/>	Asian <input type="checkbox"/>	American Indian/Alaska Native <input type="checkbox"/>	Native Hawaiian/Pacific Islander <input type="checkbox"/>	Black or African American <input type="checkbox"/>

Early College Transcript Request Form

- Official transcripts are **\$10 (per transcript requested)**. These can be picked up or mailed.
 - Transcripts are processed within **7-10 business days**
 - A **photo ID** will be required if transcripts are picked up.
- You can also mail the completed request to
 - 1600 S 25th E, Idaho Falls, ID 83404
 - or fax to (208) 525-7026
- If you have any questions call
 - 1-800-662-0261 (toll free) or (208) 524-3000

Current Information:

Full Legal Name _____

SSN or CEI Student ID #: _____ Date of Birth _____

 Address
 (Street City, State Zip) _____

Contact Phone _____ Email Address _____

Previous Names _____

Type of Transcript: CEI- Credit Classes WFT/CE - Non-Credit Classes
 Early College (Dual Credit, Technical Competency Credit and Concurrent Enrollment)

Program(s)/Years Attended _____

 Degree Yes No If yes what degree _____

Additional Information: Pick Up Mail Now Wait for grades

_____ # of Copies ordering (\$10 per transcript)

Mail To:

Full Name _____

 Address
 (Street City, State Zip) _____

Contact Phone _____

Payment Options:
By Mail: Check or Money Order Payable to College of Eastern Idaho
In Person: Cash / Check / Credit Card / Money Order

Online: <http://www.cei.edu/registrar/forms-links>
Note: Please do not include Credit Card payments by mail **No Fax or Email requests allowed**

Signature _____ Date _____