

## Process to become a CCP student @ Fort Frye High School

Published by Mary Beth Shultz, School Counselor

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### WSCC

1. Attend the annual CCP meeting. If meeting missed, review the meeting notes posted on the Fort Frye Guidance website and contact the guidance office with any clarifying questions.
2. Turn in the Letter of Intent to the guidance office by April 1.
3. Complete and return the WSCC application to the guidance office ASAP. The guidance office will complete the counselor recommendation form, add a transcript, and send the application to WSCC. Please state clearly if the student turned in the application directly to the CCP office at WSCC.
4. As needed, schedule an Accuplacer test with Mrs. Shultz or the CCP office @ WSCC.
5. If CCP @ FFHS only, then schedule all classes with Mrs. Shultz. See the Course Registration Booklet for face-to-face on-campus and distance sharing CCP course offerings.
6. If CCP @ WSCC then make an appointment with the WSCC CCP office. Before the college appointment, discuss with Mrs. Shultz what is required for graduation compared to what courses may be appropriate for future learning/career goals.

### Other colleges/universities

- Coordinate directly with the CCP admissions professional at the college/university and provide a schedule to the guidance office.

## Fort Frye Local Schools CCP Textbook Info/Instructions

Published by Karen Kubota, Curriculum Dir/Special Ed. Director and Karri Lewis Admin Asst.

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### Barnes & Noble (Washington State Community College)

- This is a change in process...DO NOT GO TO THE BARNES AND NOBLE BOOKSTORE TO PICK UP BOOKS!
- FFLS pays only for required texts, not recommended texts.
- Print the student's WSCC schedule and a list of the books **required** for courses using the WSCC website <http://wastatecc.bncollege.com/webapp/wcs/stores/servlet/BNCBHomePage?storeId=87941&catalogId=10001&langId=-1>. It may be helpful to copy and paste the required texts from the bookstore website directly in to an electronic document. Take the schedule and list of books to Mrs. Lewis in the main office. If the district has the needed books in stock the student will receive the book that day. If not, Mrs. Lewis will order the book and notify the student to come pick it up when it arrives. **Most books will need to be ordered so do not wait!** Students need to see Mrs. Lewis as soon as the student get his/her schedule because the order process may take longer if the book is not in stock with the book ordering company.
- About a month after classes have started, expect a letter in the mail that will list the books on record that were 1) borrowed from Fort Frye and/or 2) rented/bought from the book ordering company. Look the list over; call Mrs. Lewis ASAP regarding any discrepancies (too many or too few books).
- Upon course conclusion, return all books to Mrs. Lewis in the main office by the deadline listed on the signed letter. A late/missing textbook fee may be assessed for tardy/lost books. Students are responsible for any costs associated with the book(s) not returned to Mrs. Lewis by the due date.

### Other colleges/universities

- Books need coordinated directly with Mrs. Lewis.