



**Get Ready**  
**Get Ahead**



*An early college experience*

**Concurrent  
Enrollment**

**P r o g r a m**

The "Early College Experience" Concurrent Enrollment Program at Raritan Valley Community College (RVCC) enables high school students to **get ready and get ahead** by earning college credits while still in high school.

The Concurrent Enrollment Program (CEP) is a partnership between the College and area high schools to provide qualified high school students the opportunity to enroll in challenging college courses as part of their high school day. CEP students earn academic credit that simultaneously fulfills high school and RVCC requirements.

### Who can participate?

High school students who:

- Are juniors or seniors.
  - Have earned at least a B average.
- Exceptions may be made with a letter of support from a teacher in the relevant discipline.
- Have met the testing prerequisites for the college courses chosen.

### What are the benefits?

By enrolling in CEP and earning college credits, high schools students:

- Earn credits towards a college degree
- Receive significantly reduced tuition
- Enhance their opportunities for challenging work
- Prepare for their future college education or career
- Set themselves apart from other college applicants

### What about transfer?

College credits earned can be applied toward RVCC degree programs or transferred to other colleges and universities across the nation in accordance with the receiving colleges' transfer policies. To find transfer information about course equivalencies from RVCC to New Jersey four-year colleges and universities visit [www.njtransfer.org](http://www.njtransfer.org).

Students choosing to attend other colleges can obtain their RVCC transcript by accessing [www.getmytranscript.com](http://www.getmytranscript.com).

### What courses are offered?

Each high school, in conjunction with RVCC, determines the course(s) that can be offered through the Concurrent Enrollment Program. Courses that satisfy basic requirements in a broad range of majors and have an excellent record of transferability are usually offered. All CEP courses are equivalent to those offered at RVCC. RVCC faculty and administration monitor the courses to ensure that curriculum and grading standards in CEP courses are identical to those sections taught at RVCC.

### How much does it cost?

High school students pay only \$175\* per CEP course (application fee waived for early college students). This represents a tuition and fee savings of more than 70% for a three-credit course. There may be an additional cost for textbooks and supplies.

\*Check website for updated information — [www.raritanval.edu](http://www.raritanval.edu) — A-Z Directory, Tuition & Fees

### Important Information

Students will be registered as non-matriculated, part-time students. After completing high school, students choosing to enroll at RVCC will be required to complete the standard RVCC Application for Admission.

All CEP course grades earned become part of the student's permanent college record. If a student does not take the course after signing up, it is the student's responsibility to withdraw from the RVCC CEP course. Failure to do so can result in an "F" grade. Refunds may be issued if notification is received by RVCC's Office of Programs and Partnerships within two weeks of the start of the class.

### Questions about the Concurrent Enrollment Program?

- Call: **Office of Academic Programs & Partnerships 908-526-1200, ext. 8557 or ext. 8314**
- RVCC Website: **A-Z Directory, Early College Programs, Concurrent Enrollment Program**
- Email: [earlycollege@raritanval.edu](mailto:earlycollege@raritanval.edu)

*"This class has helped so much, and it definitely gave me an edge when writing my first college papers. I definitely felt more confident in college than I would have without this CEP class."*  
(English Composition I)

—Aparna P.  
Franklin High School  
Class of 2011  
Boston University

# Get Ready Get Ahead

## How to enroll

**Step 1** - Contact your high school guidance counselor to determine the courses being offered by your high school and the qualifications needed to enroll.

**Step 2** - Complete Online Admission:

- Go to [www.raritanval.edu](http://www.raritanval.edu) and click on **APPLY NOW!** Disregard \$25 application fee request. Fee waived for early college students.
- Go to **Click here to APPLY ONLINE**
- Click on **First time user account creation**
- Create Log in ID and Pin (make note of these for future use)
- Click on Log in, Select High School Early Admit
- Proceed with completing the online application

Important: You must enter your High School's CEEB code (Click on Look up High School code)

**Step 3** - Fill out the Student/Parent Agreement Form (on back) and obtain parent/guardian and guidance counselor signatures. Request a Concurrent Enrollment Registration Form from the guidance counselor.

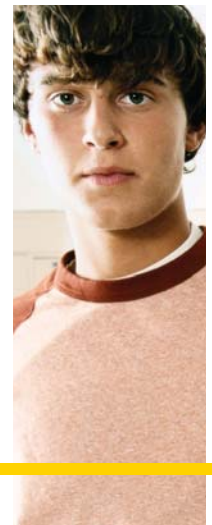
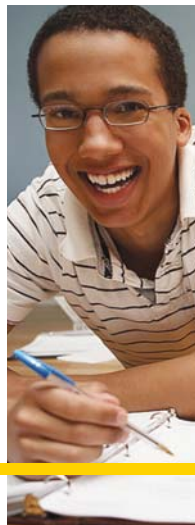
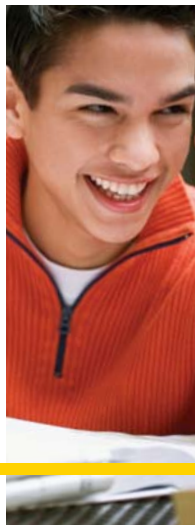
**Step 4** - Please wait 2 business days after completing the online admission before testing. Take the RVCC Placement Test if needed. If you are interested in taking an English or Mathematics course, you will need to take a placement test unless you meet the exemptions below:

- For an **English course**, the placement test can be waived if you can provide a score report showing an SAT Critical Reading score of at least 540 or an ACT English score of at least 24.
- For a **Math course**, the placement test can be waived if you can provide a score report showing an SAT Math score of 530 or ACT Math score of 22 for select college level Math courses; or an SAT Math score of 550 or ACT Math score of 23 for Precalculus or Statistics. You have the option to test for placement into the calculus sequence.

For information about RVCC's Testing Center and access to placement test preparation sample questions go to [www.raritanval.edu](http://www.raritanval.edu) - A-Z Directory, Testing Center. A photo identification is required to take the placement test.

**Step 5** - After completing the Online Admission, submit all of the following to your high school CEP coordinator:

- The CEP Student/Parent Agreement Form (on back)
- The completed CEP Registration Form
- A copy of your high school transcript
- A copy of SAT scores or RVCC Placement Test Scores if necessary
- A \$175 payment (Check or Money Order made payable to **RVC College**). Payment by credit card can be made at [www.raritanval.edu](http://www.raritanval.edu) - A-Z Directory, Finance, Student Account Payment.





# Concurrent Enrollment Program Student/Parent Agreement Form

Legal Name (Last, First, Middle)	Date of Birth
Name of High School	Date of Graduation

I have completed the Online Admission.

### To qualify for the RVCC Concurrent Enrollment Program, a student must:

- Be a junior or senior.
- Have earned at least a B average. Exceptions may be made with a letter of support from a teacher in the relevant discipline.
- Take the RVCC Placement Test if needed. If you are interested in taking an English or Mathematics course, you will need to take a placement test.
  - For an English course, the placement test can be waived if you can provide a score report showing an SAT Critical Reading score of at least 540 or an ACT English score of at least 24.
  - For a Math course, the placement test can be waived if you can provide a score report showing an SAT Math score of 530 or ACT Math score of 22 for select college level Math courses; or an SAT math score of 550 or ACT Math score of 23 for Precalculus or Statistics. You have the option to test for placement into the calculus sequence.
- Receive signature of parent/guardian and guidance counselor to enroll in the course(s).
- Adhere to the RVCC attendance policy. Students are expected to attend all classes for every course in which they are enrolled. Students who know they will miss class should notify their instructor. Only illness, observance of religious holidays, or serious personal matters may excuse an absence.
- Notify the Office of Academic Programs and Partnerships if they are no longer attending class. Failure to withdraw from a CEP course could result in an "F" grade. Refunds may be issued if notification is received within 2 (two) weeks of the start of the class.

### Student Records

The Family Educational Rights and Privacy Act protects the privacy of educational records, and the sole right to review and inspect those records belongs to the student, regardless of age. By signing below, the student gives permission to RVCC representatives to release and/or discuss their education records with parents or legal guardians during participation in the Concurrent Enrollment Program.

### Agreement

By signing below, we certify that all information provided on this form is complete and accurate. We have read and agree to abide by the above program requirements. We will acquaint ourselves with and abide by the student code of conduct and other policies governing the academic and social standards of Raritan Valley Community College.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent /Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby recommend the above named student to participate in RVCC's Concurrent Enrollment Program.

Guidance Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

**Return this completed form, the CEP course registration form, and \$175 tuition to your designated high school representative.**