



Concurrent Enrollment at Arapahoe Community College Campuses

Steps for Enrollment

☐ STEP 1:

Apply to ACC and Authorize the College Opportunity Fund (COF)

Go to arapahoe.edu, click **Apply Now**, and follow the process. You will need your SSN* and residency information from a parent/guardian.

**Non-U.S. Citizens may also be eligible for college credit and must apply for ACC admissions online. SSN is not required to apply to ACC.*

- ✓ Select “Yes, Apply on my behalf” on the College Opportunity Fund (COF) section of the ACC application**

***If unable to apply for COF on ACC Admissions Application, students MUST apply through cof.college-assist.org*

- ✓ You will receive your ACC student ID number (S#) via email within 2-3 business days

☐ STEP 2:

Satisfy Prerequisite Requirements

- Specific information on prerequisites can be found in the ACC Catalog at arapahoe.edu
- *Prerequisites may be the following:*
 - Submit qualifying SAT or ACT scores
 - Demonstrate success in certain high school math and English courses
 - Take a college placement test at any of the ACC campuses
- To schedule testing at an ACC Campus, please contact:
 - Littleton: (303) 797-5993; Castle Rock: (303) 660-3160; or Parker: (303) 734-4822

☐ STEP 3:

Complete and Submit a Concurrent Enrollment Agreement Form

- Only required for school districts approving to pay a portion or full tuition and fees. Your school district must have an agreement with ACC in order for you to receive payment approval. Please contact your high school counselor with any questions.
 - Obtain these forms from your high school counselor (MUST be signed by parent/guardian and school official for approval). Incomplete forms will NOT be accepted.
- Self-paying students are not required to complete this step.

☐ **STEP 4:**

Log onto your myACC Student Portal

- Activate your myACC at arapahoe.edu using your S#
- Activate and view your **ACC student email** through myACC
 - See your Admissions Acceptance Notification in your email for instructions

☐ **STEP 5:**

Complete and Submit an Account Agreement Form

- For 18 y/o or older: Complete the online form through your myACC student portal
- For ages under 18 y/o: Complete the paper form. You can print the Account Agreement paper form in the **Forms** page, under **Current Students** at arapahoe.edu
 - Submit completed Account Agreement Form to the Concurrent Enrollment Office
- *Registered course(s) are subject to be dropped by payment deadline for failure to submit this form*

☐ **STEP 6:**

Register and Attend New Student Orientation

- All new CE students **MUST** attend New Student Orientation (NSO) upon acceptance to ACC
- To register for you required orientation session, go to the **New Student Orientation** page, under **Future Students** at arapahoe.edu
 - Learn about ACC resources, meet staff, tour the campus and complete advising and registration!
- *Continuing CE students **MUST** meet with an Academic Advisor and/or their CE Specialist for registration*

☐ **STEP 7:**

Attend and Successfully Complete your ACC Course(s) to Earn College Credit!

- Check your myACC and student email daily to be aware of important dates, deadlines and campus events

Questions?
acc.ce@arapahoe.edu
303-797-5946