

# Gaston College (GC) Career and College Promise (CCP) Program Guide to Enrolling in CCP Programs

## Summer 2020

### (Checklist for Public, Private, and Charter School Counselors and CDC's)

1. Counselors meet with students to determine if they meet eligibility requirements for the CCP Program. If they have the minimum GPA (unweighted 2.8) **OR** test scores required then they should complete the Enrollment Form. ***Completion of a new form is required for all students.***
  - ***The CCP Enrollment Form for Summer 2020 posted on the CCP website - <https://www.gaston.edu/career-college-promise/home/ccp-forms/> is the form that must be used. Old forms will not be accepted.***
  - ***New Students should proceed to step 2 and complete the online application to GC.***
  - ***Returning Students skip to step 3.***
2. **New** students complete online GC Application for Admissions:
  - a. Access the online Gaston College Application for Admissions at [www.cfnc.org](http://www.cfnc.org).
  - b. Click on “Create an Account.”
  - c. Select “High School Student.”
  - d. Complete all fields on the form. *Be sure to write your username and password down for future reference.*
  - e. Click on “Start an Application.”  
Select “Gaston College Undergraduate Application” from list and click “Apply.”
  - f. Read the “Application Instructions” on the “A Message from the Campus” tab located near the bottom of the screen.
  - g. Click on each tab on the left and fill in all required fields.  
*(Note: When all information is filled in correctly, you will receive a checkmark beside the tab title.)*
    1. On the **Enrollment Information** tab, SELECT “Career and College Promise (Current NC high school students ONLY)”.
    2. Select the term (i.e. Summer 2020) in the **Enrollment Term** section.
    3. Select appropriate **Pathway** in the Career and College Promise section.
    4. Select appropriate **Program** of Study for each pathway.
    5. On the **Educational Information** tab, select the high school the student is currently attending.
  - h. Once all tabs are complete and have a checkmark, submit your application.
3. Counselors attach required documentation
  - a. Official high school transcript with signature from high school
  - b. Copy of an assessment with scores that demonstrate college readiness, if required per CCP Handbook, for chosen pathway.

4. Completed CCP packets may be submitted beginning **Tuesday, March 24th**. You may use one of the methods below to submit the packets\*. ***(Incomplete enrollment forms will not be processed.)***
5. Once students are registered, their schedule/statement will be mailed to them.
6. Once registration is complete, a comprehensive list will be sent to each high school.

**\*CCP Enrollment Packets for Gaston County Public School, Private School, and Gaston County Charter School students can be submitted as follows:**

**To Kymme Barber (for Forestview, South Point, and Stuart W. Cramer High School students)**

- By Fax - 704-922-7456
- By Email – [barber.kymme@gaston.edu](mailto:barber.kymme@gaston.edu)

**To Lisa Young (for Ashbrook, Cherryville, and East Gaston High School students)**

- By Fax - 704-922-7456
- By Email – [young.terri@gaston.edu](mailto:young.terri@gaston.edu)

**To Misti Elting (for Bessemer City, North Gaston, and Hunter Huss High School students)**

- By Fax – 704-922-7456
- By Email – [elting.misti@gaston.edu](mailto:elting.misti@gaston.edu)

**To Becky Smykowski (for Highland School of Tech, and all Private and Charter school students)**

- By Fax – 704-922-7456
- By Email – [smykowski.becky@gaston.edu](mailto:smykowski.becky@gaston.edu)

**\*CCP Enrollment Packets for Lincoln County Public High School, Private School, and Lincoln Charter School students can be submitted as follows:**

**To Gail Ford (for North Lincoln, Lincolnton, Asbury and all Private school students)**

- By Fax – 704-748-1074
- By Email – [ford.gail@gaston.edu](mailto:ford.gail@gaston.edu)

**To Cassey Wright (for East Lincoln, West Lincoln, Lincoln Charter and all Home school students)**

- By Fax – 704-748-1074
- By Email – [wright.cassey@gaston.edu](mailto:wright.cassey@gaston.edu)

**CCP Summer 2020 registration will begin March 24<sup>th</sup> . Registration will be ongoing until course sections fill or courses begin.**