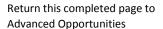


Concurrent Enrollment Packet

Dear Concurrent Enrollment Student;

	of a new semester here at the College of Eastern Idaho (CEI). We Here! Please take a moment to make sure you have successfully
\square Register for your CEI classes by	submitting the specified Concurrent Enrollment packet pages
to the Advanced Opportun	ities' office. If your course requires prerequisites, you will
need to provide proof of yo	our 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 at both	your high school and CEI.)
☐ Pay any out of pocket fees not cove	red by Advanced Opportunity Funds
Phone Number: (208) 535-53	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 f	or instructions.
https://advancedops.sde.idah	<u>no.gov/</u>
https://www.youtube.com/w	atch?v=Pa1BHHkKn-E&feature=youtu.be
	will be billed for the full amount of the classes through the high school and
	rds and you will not have access to your credits until the full amount is paid.)
☐ Purchase/Rent the books for your	
Location: Building #3 Pho	
Website: https://www.bkstr	
☐ Maps and tours are available to ass	
•	ce with login, email and additional system access
Contact information is below:	
Phone Number: (208) 680	
Location: Building #2 Room	
Email: helpdesk.it@cei.edu	
Our goal is to help you succeed. Please or guidance.	e feel free to contact us should you need any additional information
Tonya Tracy Dual Credit Coordinator (208) 535-5330 Building #3 – room 377 tonya.tracy@cei.edu	Eloise Snell Advanced Opportunities Assistant (208) 535-5309 Building #3 – room 377 eloise.snell@cei.edu
For CEI use only:	Revised 8.24.18

☐ AO Verified ☐ Sponsorship Entered (BO Office) ☐ Advanced Opportunities Office (Perc added)





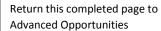
Concurrent Enrollment Authorization Form

nt Name		High School Grad	ie Levei	
School		School Phone Nu	mber	
School Student:	\square No			
Concurrent credit courses are	college level courses. Th	ne curriculum is the same a		
Additional fees not covered by	y Fast Forward funding a	are the responsibility of the	e student.	
The student is enrolling for ni	ne credit hours or less of	college work.		
semester course(s).		•		
b. A letter of recomme Petition.	endation from a prior sen	nester CEI instructor will b	e required along with	a General
that the student verify how the	e college credits will tran	sfer back to the high school	ol prior to enrolling for	r the term.
	ment requirements, which	ch can be satisfied with AC	CT, SAT, or GAIN. (A	pplicable fees
a. Students may be rec				
College of Eastern Idaho is re express permission, we canno your student records to your p	quired by law, regardless t share your student reco arents or legal guardians	s of age, to keep student re ords with anyone but you. I	cords confidential. Wi	EI to disclose
nt Signature			Date	
ng qualifications:				neets the
The student is enrolled in his/and will receive the high scho	her high school and (a) is old diploma at the approp	s in good standing, (b) is notice or a standard		curriculum (c)
	or mon state required so			
The student is 16 years of age		iojecis.		
The student is 16 years of age The student is enrolling for ni The student has the permissio	or older. ne hours or less of colleg	ge work.	nselor.	
The student is enrolling for ni	or older. ne hours or less of colleg	ge work. cipal and high school cour	nselor. Date	
The student is enrolling for ni The student has the permission	or older. ne hours or less of colleg n of the high school prin	ge work. cipal and high school coun	Date	
The student is enrolling for ni The student has the permissionselor Signature	or older. ne hours or less of colleg n of the high school prin	ge work. cipal and high school cour	_	Date
The student is enrolling for ni The student has the permissionselor Signature gh School: Please keep a cop	or older. ne hours or less of colleg n of the high school prin y of this form for stud	ge work. cipal and high school cour lent records HS Counselor	DateStudent	Date
The student is enrolling for ni The student has the permissionselor Signature gh School: Please keep a cop	or older. ne hours or less of colleg n of the high school prin y of this form for stud	ge work. cipal and high school cour lent records HS Counselor	DateStudent	Date
The student is enrolling for ni The student has the permissionselor Signature gh School: Please keep a cop	or older. ne hours or less of colleg n of the high school prin y of this form for stud	ge work. cipal and high school cour lent records HS Counselor	DateStudent	Date
The student is enrolling for ni The student has the permissionselor Signature gh School: Please keep a cop	or older. ne hours or less of colleg n of the high school prin y of this form for stud	ge work. cipal and high school cour lent records HS Counselor	DateStudent	Date
The student is enrolling for ni The student has the permissionselor Signature gh School: Please keep a cop	or older. ne hours or less of colleg n of the high school prin y of this form for stud	ge work. cipal and high school cour lent records HS Counselor	DateStudent	Date
	Concurrent credit courses are at the end of the term will be a Additional fees not covered by a. Additional fees mus The student is enrolling for ni a. A student may petit semester course(s). b. A letter of recomme Petition. The College of Eastern Idaho that the student verify how the Some courses may have place may apply) a. Students may be received by Students should con College of Eastern Idaho is reexpress permission, we cannot your student records to your promplete a Release of Informatic Tournel of the Signature student is grant to the student has completed a Company of the student has completed a Company of the student is enrolled in his/and will receive the high school will receive the high sc	e School Student: Yes No ning below both parent and student acknowledg Concurrent credit courses are college level courses. The at the end of the term will be recorded on the student's Additional fees not covered by Fast Forward funding and a. Additional fees must be paid on or before the The student is enrolling for nine credit hours or less of and an action and a student may petition to take additional cressemester course(s). b. A letter of recommendation from a prior sempetition. The College of Eastern Idaho is not responsible for how that the student verify how the college credits will transform apply) a. Students may be required to provide their teacher and College of Eastern Idaho is required by law, regardless express permission, we cannot share your student recovery our student records to your parents or legal guardians complete a Release of Information Form. Int Signature Int Signature Interpolation Signature The student has completed a College of Eastern Idaho The student has completed a College of Eastern Idaho The student is enrolled in his/her high school and (a) i	e School Student: Yes No ning below both parent and student acknowledge the following: Concurrent credit courses are college level courses. The curriculum is the same a at the end of the term will be recorded on the student's college transcript, and will Additional fees not covered by Fast Forward funding are the responsibility of the a. Additional fees must be paid on or before term fee deadline. (See onling The student is enrolling for nine credit hours or less of college work. a. A student may petition to take additional credits after successful composemester course(s). b. A letter of recommendation from a prior semester CEI instructor will be Petition. The College of Eastern Idaho is not responsible for how the credits transfer back that the student verify how the college credits will transfer back to the high school Some courses may have placement requirements, which can be satisfied with AC may apply) a. Students may be required to provide their test results to CEI to demons b. Students should consult with their teacher and/or high school counselo College of Eastern Idaho is required by law, regardless of age, to keep student re express permission, we cannot share your student records with anyone but you. I your student records to your parents or legal guardians while you are a Concurre complete a Release of Information Form. Int Signature tr/Guardian Signature The student has completed a College of Eastern Idaho Non-Degree seeking regis The student is enrolled in his/her high school and (a) is in good standing, (b) is n and will receive the high school diploma at the appropriate graduation time.	e School Student:

Revised 8.24.18

☐ AO Verified ☐ Sponsorship Entered (BO Office) ☐ Advanced Opportunities Office (Perc added)

For CEI use only:

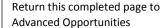




ID#

	Non D	egree Reg	istration	n Form		
Last Name		First		Mide	ile	
	S					
Phone #□ Cell				Gender		□ Female
SSN		DOB	Email _			
General In: Citizenship U If you are not a US residency for tuitio	JSA □ Other □	red to provide proof of la	•			•
Academic 1	information					
Did/Will you gradu	ate from high school?	Yes (month/year	/) 🗆 No		
High School:			City		State	
Residency		dency Requirements, Id les Governing Residenc				
State of Residency		From	/	/ To	/	/
If Less than 12 mor	aths, previous State					
County of Residence	ee	From _	/	/ To	/	/
If less than 12 mo	onths previous county					
Ethnicity	Hispanic □ Non	-Hispanic □				
Race	White □ Asian	□ American Inc	•		n []	

For CEI use only:	Revise	ed 8.24.18
☐ AO Verified	☐ Sponsorship Entered (BO Office)	☐ Advanced Opportunities Office (Perc added)





For CEI use only:

1600 South 25th East - Idaho Falls, Idaho 83404-5788 - 208,524,3000 - www.cei.edu

Student Consent for Release of Non-Directory Information

College of Eastern Idaho Records Policy, in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), requires the written consent of the student authorizing the disclosure of non-directory information from his or her record. The authorization must include: the specific information to be released; the party or class of parties to whom the information is to be released; the purpose of the release; the date; and the student's signature.

PHOTO ID IS REQUIRED. Students must present photo ID when submitting this form in-person, or provide a copy of photo ID when submitting the form via mail, fax or email.

of photo ID when submitting the form via mail, fax or email. 1. Student Contact Information			
Name		Date	
Student ID# Phone Phone	Date of	Birth	
2. Release Education Record Information	on to (Recipient):		
Last Name	First Name		
Organization/School		Relation	onship
Address	City	State	Zip
3. Type of Release (Check one):			
 □ One-time release of student records. □ Release of student records until revoked by me (Note: if you have signed a confidentiality request for your for each release of information.) □ I wish to revoke the current release of informat person/institution: 4. Education Record to be Released (Che □ Attendance □ Billing Statements □ Grades/GPA □ Program Information □ Other- please specify 	directory information, you n	the following Financi	
5. Signature			
I give permission to the College of Eastern Idaho to release the that this information is considered part of a student education release I am waiving my right to keep this information confider (FERPA). I certify that my consent for disclosure of this inform disclosure of information can be revoked by me in writing at an previous consent. If I wish to make any changes to my consent form. Student Signature	and/or financial record. Furth ntial under the Family Educ mation is entirely voluntary. I ny time, but will not affect the	her, I understand cation Rights and understand this information relea	that by signing this d Privacy Act consent for used under my
For CEI Use Only		Data	
Initial Dept		Date	
Note: by signing this you are confirming that you have verifie Colleague, have the form scanned and place in students file.	d photo ID. After entering th	e release of inforr	nation in

Revised 8.24.18

☐ AO Verified ☐ Sponsorship Entered (BO Office) ☐ Advanced Opportunities Office (Perc added)



College of Eastern Idaho Dual Credit Tracking

Student Name	
Dual Credit College College of Eastern Idaho (CEI))
Address 1600 S 25 th E Idaho Falls, ID 83404	
Website for Transcript ordering <u>Student Clearingh</u>	nouse
College Home Page www.cei.edu Tonya Tracy Preferred Contact: College Dual Credit Coordinator Phone: (208) 535-2	tonya.tracy@cei.edu 5330 Website: http://www.cei.edu/high-school
1. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
2. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
3. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
4. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
5. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript

For CEI use only	: Revis	eu 6.24.16
☐ AO Verified	☐ Sponsorship Entered (BO Office)	☐ Advanced Opportunities Office (Perc added)



Non CEI **Dual Credit Tracking**

Student Name	
Dual Credit College	
Address	
Website for Transcript ordering <u>Student Clearingho</u>	<u>ouse</u>
College Home Page	
College Dual Credit Coordinator	
1. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
2. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
3. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
4. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript
5. College Course # and Name	
Number of Credits	Course Grade
Date Requested Transcript	Date Received Transcript

For CEI use only:	Revise	ed 8.24.18
☐ AO Verified	☐ Sponsorship Entered (BO Office)	\square Advanced Opportunities Office (Perc added)

Return this completed page to Advanced Opportunities when you are done taking classes

1600 South 25th East • Idaho Falls, Idaho 83404-5788 • 208.524.3000 • www.cei.edu

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
- o 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:
Address (Street City, State Zip) Contact Phone
Previous Names Type of Transcript: CEI- Credit Classes Advanced Opportunities (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)
Type of Transcript: CEI- Credit Classes Advanced Opportunities (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)
Degree
Additional Information Pick Up
of Copies ordering (\$10 per transcript) Mail To Full Name Address (Street City, State Zip)
Mail To Full Name Address (Street City, State Zip)
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