

# Colorado State University Online Courses

## Instructions for completing the Concurrent Enrollment (CE) Online Application: Fall Semester 2016

1. Select the CSU course you would like to enroll in, note these on the front of the Concurrent Enrollment Worksheet. (Either MU 100- Music Appreciation or SPCM 100- Communication and Pop Culture). Turn in worksheet to Mr. Winger
2. See Mr. Winger and get your SASID (state ID) number.
3. Go to the online form <https://workflow.stvrain.k12.co.us/ConcurrentEnrollment> and select the first option: "Students can fill out a request for concurrent enrollment here".
4. Read the first page and make sure you have the required info. Read the agreement page completely and then select "I understand".
5. Answer "Yes" if you have spoken to Mr. Winger about your course request(s).
6. In the first box you must write a major or a career that you're interested in, this should match what you put on your ICAP.
7. You must list the class that you're requesting to take for the Spring 2016 semester.
8. The next page is your biographical data. For the college ID, leave that blank. Once you register for classes at CSU you will get your CSU ID number.
9. If you are a male, it will ask if you have registered with selective services. If you haven't, and you are 17 years, 11 months or older, you must be registered before you can begin your class(es).
10. On the next page, select if you want to pay your own tuition. Most of you do NOT want to pay your own, rather have the district pay.
11. List the course you are requesting Fall 2016. (Either PSY 100- Psychology or SOC 100- Sociology)
12. Both are 3 credit courses and are online at CSU. Hit submit when complete.
13. You will be sent an email with an attachment of your Concurrent Enrollment form. **You MUST print the "agreement form", sign it and have a parent sign and then turn it in to Mr. Winger on or before the March 24th deadline. Late applications will NOT be accepted!**
14. All students must exhibit college readiness prior to registering for their classes. In other words, you must meet the criteria to be eligible to apply.
15. Contact Mr. Winger if you have any questions.

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