



# HCT

# Homeschool College Transition Chemeketa Community College

## PROGRAM REQUIREMENTS

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Must be 16-18 years old and a junior or senior in high school.

Must be registered with the Willamette Education Service District as a homeschool student. Students registered with their resident school or a public funded program do not qualify.

Must place into Writing 115, Reading 90, and Math 95 on the Placement Test.

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## PROGRAM INFORMATION

HCT provides eligible home school students the opportunity to get an early start on their college education tuition free for up to 5 credits per term.

Student is responsible for the universal fee (\$31 per credit), course fees, textbooks and a \$50 per term homeschool student fee.

## ENROLLMENT PROCESS

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### STEP 1: Turn in Application

All students (including 18 year old students) complete the attached *Underage Admission Application, Underage Approval Form (16-17)* along with proof of current registration with the Willamette Education Service District (WESD) - OR- a current homeschool high school transcript. Please send all forms to [highschool@chemeketa.edu](mailto:highschool@chemeketa.edu).

### STEP 2: Create a MyChemeketa Account

Once your application has been processed you will receive a welcome email to the email address you provided on your application, please allow 2 business days for processing. This email will include your Chemeketa ID number and Chemeketa username along with directions on how to create your MyChemeketa account and instructions on how to take the Placement Test. Please follow those directions so you are able to access your MyChemeketa and college email account.

### STEP 3: Take Placement Test

In your welcome email, you will also receive step by step instructions on how to take your college placement test. Please follow the instructions to complete the placement test. Check your MyChemeketa email account regularly for placement test results and other communication from the college. Once you receive your college placement test results, please forward those to your advisor. Advisor information will be included in the e-mail.

### STEP 4: Schedule Appointment with Advisor

After steps 1-3 are completed, you will meet with your advisor to discuss class options and registration information. You will receive your tuition waiver at the meeting.

### QUESTIONS:

High School Partnerships: [highschool@chemeketa.edu](mailto:highschool@chemeketa.edu) - 503-399-5293  
Polk Center: [polkcenter@chemeketa.edu](mailto:polkcenter@chemeketa.edu) - 503-623-5567



High School  
Partnerships

Chemeketa Community College

Discover  
**Chemeketa**  
Community College | Polk



# Underage Admission Application: Ages 16-17

Chemeketa Community College  
 High School Partnerships Building 50, Room 102  
 4071 Winema Place Salem, OR 97305  
 Phone 503.399.5293, Fax 503.365.4703  
 Email: [highschool@chemeketa.edu](mailto:highschool@chemeketa.edu)



The college will use student social security numbers (SSN) for keeping records, complying with federal and state requirements, doing research, reporting, extending credit and collecting debts. You may be required to provide your SSN to the college for compliance with specific federal and state regulations such as applying for financial aid, loans, grant programs and tax reporting requirements. Providing your SSN means that you consent to the use of the number in the manner described. Your SSN will not be given to the general public. You will be issued a Chemeketa student identification (ID) number (K#) to be used as your primary ID. Please note that per OAR 589-004-0400, if you choose not to provide your SSN, you will not be denied any rights as a student.

**DO NOT ADD SSN#**      Which term will you enroll at Chemeketa Community College? (choose one)

Summer (June)   
  Fall (September)   
  Winter (January)   
  Spring (March) 20

Social Security Number or Student ID (K#)

First Name  Middle Name

Last Name

Former Last Name

Mailing Address

City  State  Zip

Daytime Phone Number  Cell Phone Number  Date of Birth (mm/dd/yyyy)

E-mail Address

Will you have lived in Oregon for the 90 days just prior to the term you begin?

No  Yes

Ethnicity and Race      Gender

What is your ethnicity?   
 Hispanic or Latino   
 Not Hispanic or Latino   
 Male   
 Female

Select one or more races to indicate what you consider yourself to be

American Indian or Alaskan Native   
 Asian   
 Black or African American   
 Native Hawaiian or Other Pacific Islander   
 White

High School Name (no abbreviations please)

City  State

Name of last college attended other than Chemeketa

City  State

Do you plan to earn a degree/certificate/diploma at Chemeketa Community College? (choose one)

Yes, high school diploma or GED  
 No, here to take classes  
 Undecided

Indicate your high school status: (choose one)

Did not complete high school   
 Still in high school   
 High school Graduate Year \_\_\_\_\_   
 GED Year \_\_\_\_\_  
 Alternative High School Diploma   
 Certificate of Initial Mastery   
 Certificate of Advanced Mastery \_\_\_\_\_  
 External diploma program   
 Attendance completion   
 Proficiency exam

Indicate your college status prior to Chemeketa: (choose one)

Have not attended college   
 Short-term training, private vocational school award, or other

Choose the main reason you are here this term: (choose one)

Take classes to transfer to a 4-year college   
 Learn skill to get a job   
 Improve Job Skills  
 Explore career or educational options   
 Take classes to finish high school or GED   
 Personal Enrichment  
 Learn English   
 Improve writing, reading, or math skills   
 Other

Chemeketa Community College releases only very limited information regarding students: enrollment status, dates of enrollment, degree or certificate, program of study, athletic statistics or honors awarded. If you do NOT want any person outside the college, including prospective employer, to know any of these, you must file a request for Non-Disclosure of Student Information Form with Admissions.

I certify that all statements on this application are complete and true. I also understand that if I am admitted and do not enroll for the term to which I am admitted, I will need to reapply for admission. Submitted materials will not be returned nor duplicated.

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

Return completed form to: Chemeketa Community College, High School Partnerships Bldg. 50, Rm 102 4071 Winema Place Salem, OR 97305

Chemeketa Community College is an equal opportunity/affirmative action employer and educational institution. To request this publication in an alternative format, please call 503.399.5192.

# Underage Approval Form: Ages 16-17

Chemeketa Community College  
High School Partnerships Building 50, Room 102  
4071 Winema Place Salem, OR 97305  
Phone 503.399.5293, Fax 503.365.4703



College Policy 5110 Procedure 5111 requires that this form be completed by students planning to enroll at Chemeketa Community College who are under the age of 18 and do not have a high school diploma or GED. Completion of this form is not required for students enrolling in College Credit Now classes that are offered at local high schools.

## Student

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Date of Birth (Month/Day/Year) \_\_\_\_\_ Age \_\_\_\_\_

Please indicate term in which you would like to enroll:  Summer  Fall  Winter  Spring Year \_\_\_\_\_

Please indicate the program or classes in which you would like to enroll:

- High School Partnerships (HSP)  GED Options (HSP)  GED test only  Community Education Classes  
 College Credit Courses  GED Classes  Non-credit classes  Expanded Options  
HCT Program

Please indicate specific course you wish to enroll: \_\_\_\_\_  
\_\_\_\_\_

## Parent/Legal Guardian:

Printed Name \_\_\_\_\_ Home Phone \_\_\_\_\_

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

## High School or Home School Approval:

Referring High School \_\_\_\_\_

Counselor/Administrator Signature \_\_\_\_\_

Telephone \_\_\_\_\_ Date \_\_\_\_\_

Released from Compulsory Education Beginning Date\* \_\_\_\_\_  
-----DO NOT WRITE BELOW THIS LINE-----

Exemption from Compulsory Education for GED Beginning Date\* \_\_\_\_\_  
\* Student is released for one year

Partial Release for Date \_\_\_\_\_  Fall Term  Winter Term  Spring Term  Summer Term  
(Mo/ Year)

Full Release for Date \_\_\_\_\_  
(Mo/ Year)

### Office Use Only

Placement tests:  Completed (Date) \_\_\_\_\_

Approved Course(s) \_\_\_\_\_  
\_\_\_\_\_

High School Partnerships Signature (credit and non-credit courses) \_\_\_\_\_

Community Education Signature (non-credit community ed courses only) \_\_\_\_\_