



PARENT PLANNING GUIDE

Community College of Philadelphia

If your child is planning to attend the Community College of Philadelphia in Fall 2021, here is a checklist of important steps that you can help them complete!

- ✔ **Complete Admissions Application:** If your child has not already applied, have them do so immediately. More information on the application and admissions process can be found here. Once they apply, they will receive an acceptance email with their J# number (Student ID number). Make sure they keep track of their J#, they will need to reference it often during the CCP enrollment process.
- ✔ **Submit the FAFSA:** Submitting the FAFSA requires your input and information, and will impact your child's financial aid options. If you have not already done this, this is your step to do now! Make sure to include CCP on the list of colleges your child is interested in attending.

After your child is accepted, make sure that they have completed these steps by the end of April...

- ✔ **Activate their MyCCP Portal:** There is where all of your child's enrollment information such as placement test scores, financial aid status, and scholarship award letters will be sent. They will need their J# (Student ID) and Social Security Number to retrieve their login information.
- ✔ **Take the Placement Test (if applicable):** Due to COVID-19, CCP has instituted a GPA Waiver system. Your College Advisor will submit your Mastery transcript to CCP for review. Applicants with GPA of 2.74 and below MUST take the ACCUPLACER test via Zoom or by appointment on campus at CCP. Your child's performance on this test determines the level of classes they are eligible to register for. They can take a practice Accuplacer test to help prepare!
- ✔ **Complete New Student Online Orientation:** Your child must complete the virtual New Student Online Orientation prior to registering for courses. They can find the link in New Student Resources on the MyCCP home page.
- ✔ **Register for Classes:** In order to register for classes, your child must have completed all the steps listed above and completed the New Student Advising Intake form found in their admissions acceptance letter. Instructions on how to register for classes can be found in their MyCCP portal.

Finally, before the end of May...

- ✔ **Review Financial Aid Award & Verification:** CCP has a paperless billing system, and all student award letters and billing information can be found in your child's MyCCP portal. Spend some time with your child reviewing the documents found in the Financial Services section under the Student Tab. If your child is selected for Financial Aid verification you will need to complete and submit the requested documentation through their MyCCP portal. In preparation for this, you may want to request your IRS transcripts now. Specific questions about financial aid can be sent to financialaid@ccp.edu

If you or your child has questions about the CCC enrollment process, please contact their College Advisor or Ms. Jade from the Mastery Alumni Team at jade.hollis@masterycharter.edu

Students with Accommodations

After your child has submitted their enrollment paperwork, they will need to request accommodations from the disability services office at CCC.

Talk to your child's case manager about the accommodations he/she has received during high school and how it has helped. Make sure to include your child in that conversation. Then have your child schedule an initial meeting with the disability services office.