GRADUATE READY GUIDE
COMMUNITY COLLEGE OF PHILADELPHIA

If your student plans to attend the Community College of Philadelphia (CCP) in the fall, follow this checklist of important actions to help them prepare for their next step.

✅ **Complete admissions application:** If your senior has not already applied, have them do so immediately. For more information on the application and admissions process, please visit CCP's website. Once your student applies, they will receive an acceptance email with their J# number (also known as their student ID number). Ensure they keep track of their J# as they will need to reference it frequently during the CCP enrollment process.

✅ **Submit the FAFSA:** Submitting the FAFSA requires your input and will impact your student's financial aid options. If you haven't already done this, this is the next step to take now. Ensure that CCP is included on the list of colleges your senior is interested in attending.

✅ **Activate their MyCCP portal:** This is where all of your students' enrollment information, such as placement test scores, financial aid status, and scholarship award letters, will be sent. They will need their J# and Social Security Number to retrieve their login information.

✅ **Take the placement test (if applicable):** CCP has instituted a GPA waiver system to determine your student's English and math placement level. Applicants with a GPA of 2.74 and below must take the ACCUPLACER placement test. Your student's college advisor will submit their Mastery transcript to CCP for review. Your student must take the test seriously. The results will determine the level of classes your student is eligible to register for in the fall semester. In preparation, your student can take a practice ACCUPLACER test. More information on the placement test registration process can be obtained from your student's postsecondary advisor.

✅ **Complete new student online orientation:** Your student must complete the virtual new student online orientation before registering for courses. They can find the link on the homepage of their MyCCP portal under "New Student Resources."

✅ **Register for classes:** To register for classes, your student must have completed all the steps listed above and submitted 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.

✅ **Review financial aid award and verification:** CCP has a paperless billing system. All student award letters and billing information can be found in your senior's MyCCP portal. Spend some time with your student reviewing the documents found in the "Financial Services" section under the "Student Tab." If your student 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 proactively. For specific questions about financial aid, please email financialaid@ccp.edu.

If you or your student has questions about the CCP enrollment process or other two-year colleges, please contact their postsecondary advisor. Their contact information can be found on the Graduate Ready page masterycharter.org/graduateready on Mastery's website.

Students with accommodations

After your student has submitted their enrollment paperwork, they will need to request accommodations from the Disability Services Office at CCP.

Discuss with your student's case manager the accommodations they have received during high school and how they have benefited them. Make sure to include your student in that conversation. Then, have your student schedule an initial meeting with the Disability Services Office.

Mastery Schools