



California College and Career Access Pathways Program (CCAP) Guide

Formerly College Bound Dual Enrollment Program

The CCAP program allows high school students to enroll in a college course while still in high school. The college course offered is chosen by the high school and scheduled during the high school's school schedule.

To complete the registration process for a CCAP course, you will have to complete the following:

STEP 1. Southwestern College Application- www.swccd.edu/apply

- If you have not done so already, please complete an application for **SPRING 2021**
- Here is a helpful video: <https://youtu.be/MtAPfjIKvY>
****Minute 5:50: CCAP students - for the College Enrollment status question, choose "Enrolling in high school (or lower grade) and college at the same time."**
- If you have taken a class in the past two semesters, you do not have to resubmit an application. Please skip to Step 3.

STEP 2. Create your MySWC Account

- 1-2 days after submitting your application, you will receive an email indicating your application was processed as well as instructions to create your MySWC account.
- Here is a helpful video: <https://youtu.be/afVPbn468Y>

STEP 3. Submit a CCAP Student Agreement Form

- Go to www.swccd.edu/outreach
- Click on California College and Career Access Pathways Program (CCAP)

We are here to assist you with the transition from high school to college!



Early Admissions Program

The Outreach office conducts an Early Admissions Program (EAP) for all interested high school seniors. The program allows high school seniors and adult schools to apply online, be placed into mathematics, English and reading, view the online orientation and register for fall semester before continuing SWC students in June. EAP prepares high school seniors for the transition from high school to college.



California College and Career Access Pathways Program (CCAP)

(Formerly College Bound) Are you looking to get a head start in college? Our CCAP Program allow you to get ahead in college while still attending high school. Learn more!

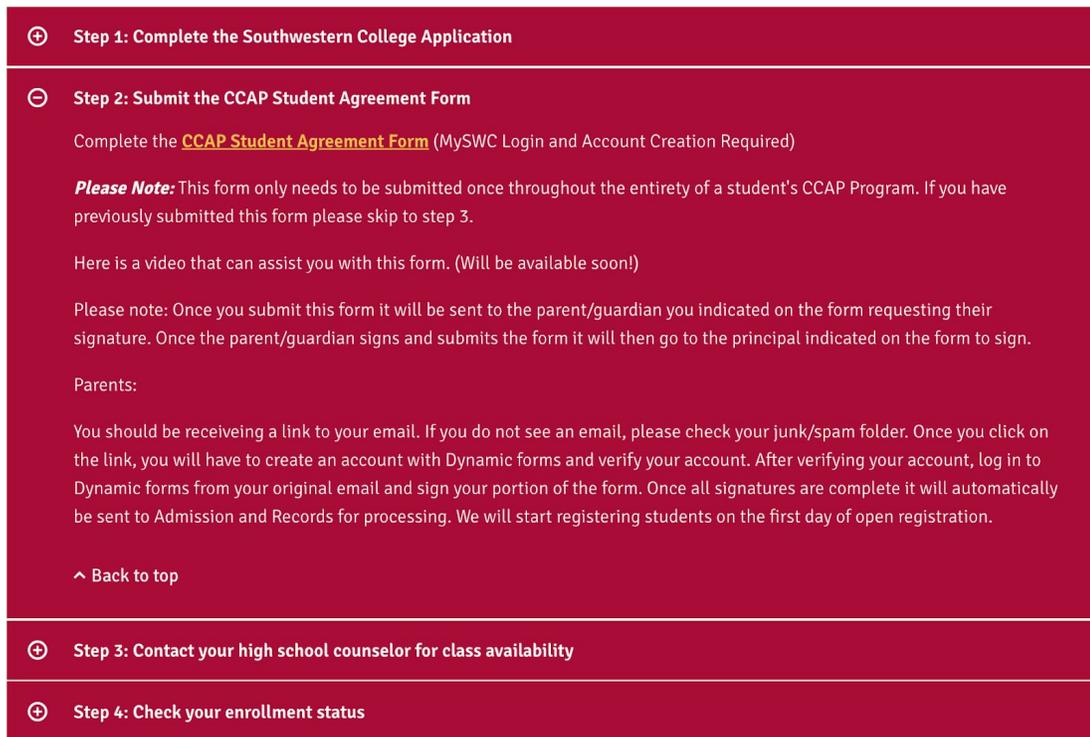


Peer Ambassadors

(MORE INFORMATION COMING SOON)
Students attending Sweetwater Union High School District (SUHSD) are provided with a college Peer Ambassador. Peers Ambassadors will assist seniors with completing the EAP step process.

c. Click on Step 2 Complete the CCAP Student Agreement Form

**** You will need your MySWC credentials previously created to submit this form.**



The screenshot shows a vertical navigation menu with four steps. Step 1 is 'Step 1: Complete the Southwestern College Application'. Step 2 is 'Step 2: Submit the CCAP Student Agreement Form', which is currently selected and expanded. Step 3 is 'Step 3: Contact your high school counselor for class availability'. Step 4 is 'Step 4: Check your enrollment status'. The expanded Step 2 section contains the following text:

Complete the [CCAP Student Agreement Form](#) (MySWC Login and Account Creation Required)

Please Note: This form only needs to be submitted once throughout the entirety of a student's CCAP Program. If you have previously submitted this form please skip to step 3.

Here is a video that can assist you with this form. (Will be available soon!)

Please note: Once you submit this form it will be sent to the parent/guardian you indicated on the form requesting their signature. Once the parent/guardian signs and submits the form it will then go to the principal indicated on the form to sign.

Parents:

You should be receiving a link to your email. If you do not see an email, please check your junk/spam folder. Once you click on the link, you will have to create an account with Dynamic forms and verify your account. After verifying your account, log in to Dynamic forms from your original email and sign your portion of the form. Once all signatures are complete it will automatically be sent to Admission and Records for processing. We will start registering students on the first day of open registration.

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Once the form is submitted, a link will be sent to your parent or guardian to create an account with NextGen Dynamics. They must then sign the High School Special Form.

****PLEASE NOTE:** The CCAP student agreement form will only have to be submitted once for the entirety of the program

STEP 4. Contact your High School Counselor

- a. You will want to contact your high school counselor to add you to the list for the class offered at your school site.
- b. Your counselor will then notify us, and we will register you for the course.