

Apply & Register for College in the High School

For the 2021-2022 academic year, students in College in the High School eligible classes will be able to register for their first semester, year-long, and second-semester classes Spring quarter. The change in registration is for this year only due to EvCC's technology upgrade to ctcLink, a new statewide system for student registration.

STEP ONE:

If you already have an EvCC student ID number, you do not need to re-apply. Move on to step 2.

Apply for Admissions using the Online Admission Application Portal (OAAP) starting January 1, 2022.

Please note CHS students can still apply for admissions once registration opens on March 1st. We do recommend students apply for admissions no later than March 17, 2022, if they wish to participate in CHS for Spring 2022. Applications will be processed in approximately 10 business days.

When applying:

- + Select **Everett Community College** as your intended college.
- + Select **First Year** student.
- + Select **Transitional Studies** as the intended program.
- + Select the **Spring 2022** term.
- + Select **Undecided-Trans Studies** as the intended plan. There is no sub-plan.

High school information section of the online application:

- + Search for your **high school** by typing the name. Make sure the County, State, and City information match your high school's. Once you select your high school, the address information will auto populate.
- + For attendance dates, you will need to indicate the **attended from** date at the high school (i.e. September 1 is recommended) and the **attended to** date will be the date you graduate from high school.
- + Select your **current high school grade** as your high school completion status. If you are a high school senior, you will select High School Diploma. The online application does not have an option for 12th grade, so you **MUST** select High School Diploma if you are a current 12th grade student.

STEP TWO:

Register for classes March 1, 2022 - March 30, 2022 (Spring 2022 Quarter).

- + You need to activate your ctcLink account before you register for classes. Returning students will obtain their ctcLink ID number through the activation process.
- + 2021-2022 College in the High School Classes (spreadsheet). CHS classes are not featured in the EvCC Class Schedule. View our step-by-step guide for how to register for CHS classes.
- + You will need to use our mobile website on a computer or the ctcLink app to register. Download the ctcLink app (Android, Apple iOS, and Windows devices) on your smartphone.
- + The EvCCOnline registration system only allows students to register for a maximum of 20 credits online. CHS students that need to register for over 20 credits will need to complete the EvCC CHS Maximum Credit Form with the remaining class(es) information.

CONTINUED ON PAGE 2

Apply & Register for College in the High School

STEP THREE:

Pay for your classes by March 30, 2022, or set up a Tuition Payment Plan by April 8, 2022.

- + You will be able to pay for your classes after you have registered for them. Visit the Cashiers Office's payment options page for more information.
- + Students eligible for the EvCC CHS fee waiver program will need to submit the EvCC CHS Fee Waiver Request form by April 8, 2022.
- + Don't forget to check your email! You'll receive updates on the status of your enrollment from EvCC.

Helpful Links:

- + [Online Admission Application Portal \(OAAP\)](#)
- + [Guide on How to Apply](#)
- + [2021-2022 College in the High School Classes \(spreadsheet\)](#)
- + [Activate Your ctLink Account](#)
- + [Guide on How to Register](#)
- + [ctLink Mobile Website](#)
- + [EvCC CHS Maximum Credit Form](#)
- + [Class Payment Options](#)
- + [CHS Fee Waiver Program \(see if you're eligible\)](#)
- + [CHS Fee Waiver Request Form](#)
- + [List of Participating High Schools for 2021-2022](#)

CONTACT US:

EverettCC.edu/CHS
CollegelnHS@everettcc.edu

Everett Community College does not discriminate based on, but not limited to, race, color, national origin, citizenship, ethnicity, language, culture, age, sex, gender identity or expression, sexual orientation, pregnancy or parental status, marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information.

