



Campus Select Concurrent Enrollment Registration Process

Thank you for your assistance and support with Campus Select Concurrent Enrollment. We hope this information is helpful and will ensure a smooth registration process.

List of Participating Students

Each semester, please provide a list of all participating/approved Concurrent Enrollment students. If possible, please also include the approved courses/credits and we will use this info when advising and assisting with registration. This information will allow us to identify students as Concurrent Enrollment, track paperwork submittal and ensure all students are accounted for and included in 3rd party billing.

We will provide access to a secured MS Teams site for each school. This site will be used to security and easily share student data such as approval lists, Pre and Post Census reviews and grade reports.

Required Paperwork

Below is a list of the require paperwork students are required to submit. Please note, some paperwork is required each semester. Transcripts and letters of recommendation are only required for new students under the age of 16 years old as part of the Underage Enrollment process).

- Concurrent Enrollment Agreement (each semester)-[Electronic](#) or [PDF](#) C.E. Agreements accepted
- [Student Payment Agreement](#) (each semester)
- [Underage Student/Parent Consent](#) (students under 16 years old each semester)
- Transcript (new/first semester students under 16 years old)
- Letter of Recommendation (new/first semester students under 16 years old)
- **Please provide SASID numbers for all students**

Student paperwork can be submitted to: Highschoolrelations@rrcc.edu

Courses with Prerequisites

The RRCC C.E. Office will provide you with a breakdown of the multiple measures to satisfy prerequisites. Student test scores and transcripts to verify high school exemptions can be shared/stored on a RRCC secured OneDrive file created for your school or emailed to: highschoolrelations@rrcc.edu

Accuplacer appointment Requests can be sent to: Assessment.Center@rrcc.edu or call (303) 914-6720

Self-Guided Assessments are another option for college placement:

[English self-guided assessment \(link is external\)](#)

[College Algebra self-guided assessment\(link is external\)](#)

[Liberal Arts Math self-guided assessment\(link is external\)](#)

For more info, visit: www.rrcc.edu/assessment/placement-test

Registration

Once required paperwork is submitted, we will lift holds so students can register for classes online. We are also available to assist by appointment. A registration guide for students and instructions on how to register for classes online can be found below (supporting materials for counselors and students).

Pre-Census Semester Schedule Reviews and Confirmation

One week prior to the college census date (last day to add/drop full-term courses), we will share a course schedule report with you to review and verify. When reviewing the class schedules for your students, please pay special attention to the courses, course [options/modalities](#) selected and credits to ensure they are approved for tuition billing. Please also ensure all students are listed and accounted for. You can report back any issues and we will reach out to the students to make necessary schedule changes.

Traditional tuition rate: \$156.40 per credit w/ COF
--

Classroom based courses
Hybrid courses
Hyflex courses
Remote courses
Weekend/accelerated courses
Online courses (RRCC and CCCOnline)

Post-Census Semester Schedule Reviews and Confirmation

Once the college census date has passed and all student semester schedules are finalized, we will share a course schedule report with you again to review and verify. This finalized and verified list will be used to process 3rd party billing for tuition (and fees if covered).

Notable Concurrent Enrollment guidelines/policies

No splitting of tuition [SB 19-176](#). Students are not allowed to pay any portion of tuition (pay online tuition difference for a class or split cost of credits for one class). Per Concurrent Enrollment legislation:

“Concurrent Enrollment courses must be tuition-free no matter the format or location in which the course is delivered.” “Any course for which the student or parent is responsible for any portion of the tuition may not be called concurrent enrollment and therefore will not be subject to the provisions of the Concurrent Enrollment Programs Act.”

Deadlines

Fall 2023	Spring 2024
Last day to register online: August 20, 2023	Last day to register online: January 15, 2024
College Census Date: September 6, 2023	College Census Date: January 31, 2024
College Withdraw Date: November 16, 2023	College Withdraw Date: April 11, 2024

We're here to help:

Concurrent Enrollment Office: Highschoolrelations@rrcc.edu