Clover Park Technical College (CPTC)
College in the High School (CiHS)

Application Prep & Student Information Sheet

Before You Begin Your CPTC Application

Complete this worksheet before starting your CPTC application. Keep it for your records and future reference.

Student Information

Legal First Name: _____

Legal Middle Name: _____

Legal Last Name: _____

Preferred Name (if different): _____

Date of Birth (MM/DD/YYYY): _____

Phone Number: _____

Personal Email Address: _____

Address Information

Physical/Home Address: _____

City: _____ State: _____ ZIP: _____

Mailing Address (if different): _____

City: _____ State: _____ ZIP: _____

Information You May Need for the CPTC Application

Parent/Guardian Highest Level of Education
Race/Ethnicity
Emergency Contact Information

Helpful Reminders

- Use your legal name on your CPTC application.
- Use a personal email address you check regularly.
- Save your ctcLink ID, username, and password information.
- Complete the Student Acknowledgment Form before submitting your CPTC application.

My CPTC Student Information

ctcLink Student ID Number: _____
ctcLink Username: _____
Password Hint: _____

Clover Park Technical College (CPTC)
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Application Prep & Student Information Sheet

My Enrollment Progress

_____ Reviewed Course Information
_____ Reviewed CiHS Information Sheet
_____ Submitted Student Acknowledgment Form
_____ Completed CPTC Admissions Application
_____ Received ctcLink ID Number
_____ Activated ctcLink Account
_____ Registered for CPTC Course(s)
_____ Verified Schedule in ctcLink

Notes

_____

_____

_____

Important

CTCLink ID Number

- If you previously participated in CPTC College in the High School or Running Start at Clover Park Technical College, you may already have a ctcLink ID number.

  Students who are current or former Running Start students at another Washington State community or technical college may also already have a ctcLink ID number.

  Before completing your CPTC application, check your records or ask your teacher, counselor, parent or school staff member for assistance locating your ctcLink ID.

Course Repeat

- If you have previously completed a CPTC College in the High School course and earned college credit, you should not register for the same course again.

  If you are considering taking the same CPTC course a second time, speak with your teacher, counselor, or CPTC before registering.

  Students who repeat a course may be required to register the course as a repeat in ctcLink and should consult CPTC before enrolling.