

Career & Technical Education (CTE) Dual Credit Request

How to Request for your CTE Dual Credit:

- The minimum grade required to earn Tech Prep credit is a **“C” or better**.
- Submit this request form to Enrollment Services, Bldg. 17, Lakewood Campus.
- You will receive an email confirmation once your class(es) have been transcribed.

Once transcribed, you may view your unofficial transcript or request an official transcript online at www.cptc.edu/mycc.

There is no fee to get your CTE dual credit classes transcribed at Clover Park Technical College; however, there is a \$10 fee to request for an official transcript.

Additional Information on CTE Dual Credit: <http://www.pc3connect.org/dualcredit/questions.html>

Full Name:

Last

First

MI

Mailing Address:

Street or P.O. Box

Apt./Unit #

City

State

Zip

Preferred Phone:

Alternate Phone:

Date of Birth:

Social Security #:

Email Address:

Home High School:

Home School District:

Last Name on High

School Transcript:

By signing, I authorize Clover Park Technical College to transcribe all CTE Dual Credit classes that I am eligible for.

Student Signature:

Date:
