

CPCC Application Instructions

for CMS Middle College Magnet Program High School Students

This page lists the general information about completing an application and quick reminder that applications without the social security number will take longer to process and in many cases the social security number is required.



Figure 1 Use or create your CFNC.org username and a password.

No user name a password, click on new user and create an account with the College Foundation of North Carolina (CFNC).

E-mail address has already been taken. means that there is already an account with CFNC. Use the links below the login to look up your username and password.

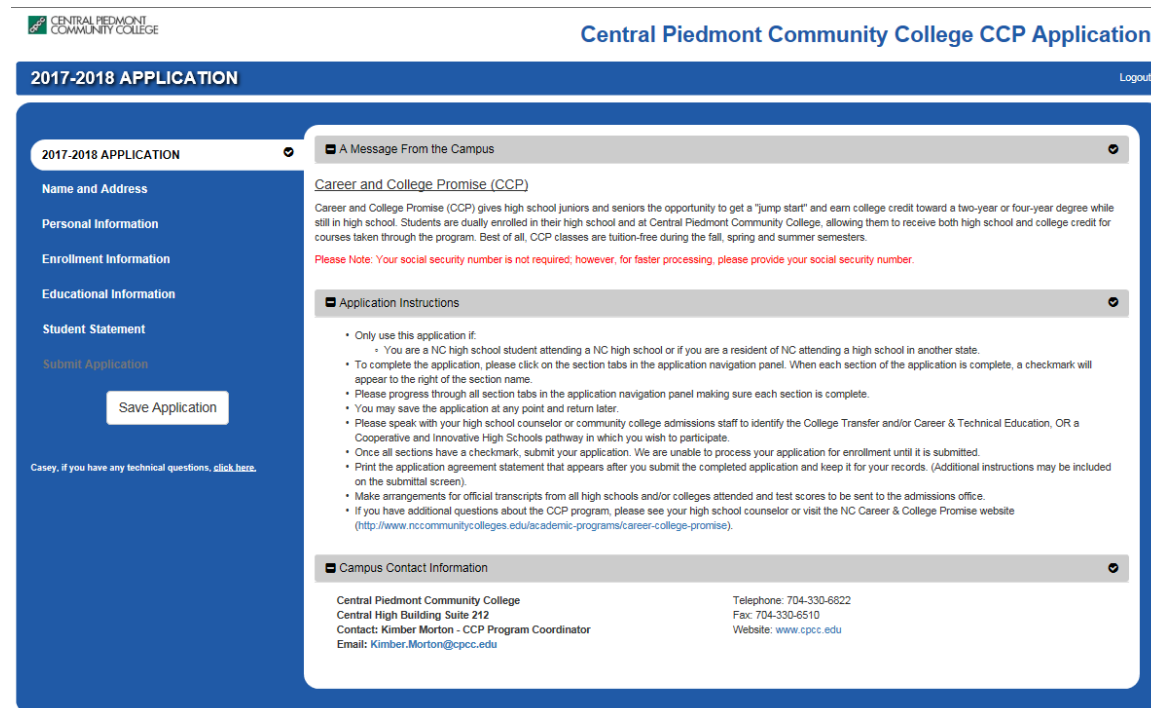


Figure 2 This CCP application is for High School programs only, such as Middle College.

Name and Address

Name and Address Logout

2017-2018 APPLICATION

Name and Address

Personal Information
Enrollment Information
Educational Information
Student Statement
Submit Application

Save Application

Casey, if you have any technical questions, [click here.](#)

Student Name

Asterisk * indicates required field

First name: * Middle name: Last name: *

Middle College Student

Suffix: Preferred first name:

Click here

Do you have a Former Name? *

Click here

Show Former Name Information

Permanent Address

Country: *
United States of America

Street: *
Address already populated

City: * U.S. state/territory: * Zip code: *

Charlotte North Carolina 28027-9606

Telephone Number where you can best be reached: *

704-330-2722

Work telephone: Cellular telephone:

(###) ###-#### (###) ###-####

Campanies rely on e-mail to communicate updates about the application status. Please make sure to provide an e-mail address for an account that you check frequently.

E-mail Address: * student@email.com

E-mail Verification: *
Don't forget to enter your e-mail here.

Permanent Mailing Address

Copy from Permanent Address

Country: *
United States of America

Street: *
Address already populated

City: * U.S. state/territory: * Zip code: *

Charlotte North Carolina 28027-9606

Click on the "Copy from Student Permanent Address" Button to change or auto-fill this section.

Figure 3 Most of this information is auto-filled from the CFNC Profile. The one item that is required is the Email verification where they applications wants you to type your email address again. This verification seems to be case sensitive.

Please Note:

This application does not auto save so hit the SAVE APPLICATION button on the left periodically.

Personal Information

The screenshot shows a web form titled "Personal Information" for a "2017-2018 APPLICATION". The form is divided into several sections: "Applicant Information", "CCP Residency Information", "Emergency Contact", "Emergency Notification", and "Family Information".

- Applicant Information:** Includes fields for "Social Security number:" (with a red box and note: "Applications without SSN take longer to process.") and "NC Student Number:" (with a red box and note: "This is your K-12 High School ID number (NC Wise/PowerSchool)").
- CCP Residency Information:** Includes a question: "Are you a high school student attending a North Carolina public, charter, private or home school?"
- Emergency Contact:** Includes fields for "Name:" and "Telephone:".
- Emergency Notification:** Includes fields for "Family physician:" (with a red box and note: "Family Physician is not required") and "Telephone:".
- Family Information:** Includes fields for "Father's education level:" and "Mother's educational level:".

Other form elements include a "Date of birth:" field, a "Gender:" dropdown, "Ethnicity" and "Race" sections with checkboxes, and "Save Application" buttons in the left sidebar.

Figure 4

*While the SSN is optional, leaving the Social Security Number off the application will delay processing time.

*The NC Student Number is the student's K-12 school identification number (NC Wise/Power School ID number).

*The CCP program is only eligible for High School juniors and seniors attending a NC high school regardless of state of residence OR a NC resident living in NC but attending HS in another state.

Enrollment Information

Enrollment Information

2017-2018 APPLICATION

Name and Address

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Enrollment Term

Asterisk * indicates required field

Enrollment term: * Entrance status: *

Are you a first-time Career & College Promise (CCP) student? *

Career and College Promise

You must select a Career and College Promise Pathway

Career and College Promise Pathways:

- College Transfer Pathway
- Career and Technical Education Pathway
- Cooperative and Innovative High School Pathway

Enrollment Details

Education goals (select what is your primary goal): *

Employment status while enrolled: *

How did you learn about the college? *

I am currently expelled or suspended from another college or university: *

Figure 5 Middle College students should choose the Cooperative and Innovative HS pathway.

Educational Information

Educational Information

2017-2018 APPLICATION

Name and Address

Personal Information

Enrollment Information

Educational Information

Student Statement

Submit Application

Save Application

Casey, if you have any technical questions, [click here](#).

Most Recent High School

Asterisk * indicates required field

High school: *

Type: *

Street: *

City: * U.S. state/territory: *

Country: County: *

Expected graduation date: *

Education History

Highest education level completed that best describes you: *

Have you received a High School Equivalency Diploma or Adult High School Diploma? *

[Show AHSD and HSED information](#)

Type any part of the high school name to have the official name appear. In this example, we typed Butler and received David W Butler HS.

Figure 6 The high school should be your current High School.

Student Statement

The screenshot shows a web interface for the 'Student Statement' section of a 2017-2018 application. On the left is a navigation menu with categories: '2017-2018 APPLICATION', 'Name and Address', 'Personal Information', 'Enrollment Information', 'Educational Information', 'Student Statement' (highlighted), and 'Submit Application'. The main content area is titled 'Application Submittal' and contains a note: 'Asterisk * indicates required field'. Below this is a certification statement: 'I certify to the best of my knowledge that the information given is true and complete.' A prompt follows: 'Please enter your name below as you would sign an official signature. *'. A text input field labeled 'Full Name' is provided. At the bottom of the form is a 'Save Application' button. A footer note reads: 'Casey, if you have any technical questions, [click here](#).'

Figure 7 Type your name as if you were signing a document.

The screenshot shows the 'Submit Application' section of the 2017-2018 application. The left navigation menu is identical to the previous screenshot, with 'Submit Application' highlighted. The main content area is titled 'Important Message' and contains the text: 'You are about to submit your application electronically to Central Piedmont Community College.' Below this is a section titled 'Payment Information' with a radio button option: 'No Payment Necessary'. A 'Submit Application' button is visible. At the bottom of the form is a 'Save Application' button. A footer note reads: 'Casey, if you have any technical questions, [click here](#).'

Figure 8 Click "No Payment Necessary" to populate the "Submit Application" button.