



**CONCURRENT ENROLLMENT PROGRAM (CEP)  
INITIAL APPROVAL  
FULL OR CONDITIONAL STATUS**

High School Name: \_\_\_\_\_ City: \_\_\_\_\_ District #: \_\_\_\_\_

High School Instructor Name: \_\_\_\_\_ Discipline: \_\_\_\_\_

Each year CE teachers are REQUIRED to participate in RCTC Teacher Orientation, CE Teacher Training, and Discipline-Specific PD; Participate in RCTC Department meetings and Department Training as your schedule allows; Review NACEP curriculum standards, syllabus requirements, and assessment standards; Participate in grade norming and shared assessment activity; Complete a Course Evaluation for each CE course section taught. If necessary, take adequate and appropriate graduate level coursework to reach full credentialed status by September 1, 2025.

Other \_\_\_\_\_

**Conditional Status Only**

RCTC requires a minimum of two graduate level in-field courses to be successfully completed prior to granting conditional status. RCTC reserves the right to cancel any CE course(s) if the CE teacher has not successfully completed two graduate level in-field courses prior to the start of the CE course(s).

If you are operating under conditional approval, work with your Principal and the RCTC Concurrent Enrollment Program (CEP) on a course plan to reach full credentialing requirements by September 1, 2025. Participation in the RCTC CEP will cease if full credential status has not been reached at the time. All courses must be preapproved by the CEP to be accepted. Conditional plans will be reviewed annually to ensure satisfactory progress.

Semester	Course	College	Pre-Approved by CEP Office Use Only Requires Signature	Completed Office Use Only

\_\_\_\_\_  
High School Instructor/Date

\_\_\_\_\_  
High School Principal/Date

\_\_\_\_\_  
RCTC Academic Dean/Date