

COLLEGE IN THE HIGH SCHOOL

**Student/Parent
Handbook**

2020-2021





College in the High School

Corporate & Continuing Education Center
2333 Seaway Boulevard, Everett, WA 98203

Phone: 425-267-0150

Email: CollegeinHS@everettcc.edu

EverettCC.edu/CHS

Everett Community College does not discriminate on the basis of race, color, religious belief, sex, marital status, sexual orientation, gender identity or expression, national or ethnic origin, disability, genetic information, veteran status, or age in its programs, activities, or employment.

What's Inside?

Table of Contents

Program Contact Information	2
What is the College in the High School (CHS) Program?	4
Student Benefits	4
Deadlines	5
Terms & Vocabulary	6
Student Admission, Program Application, and Registration Process	7-12
Step 1: How to Apply for Admissions	8-9
Step 2: Program Application Management (PAM)	9
Request Fee Waiver	10
Step 3: Register & Pay for Classes	10-12
How Can Credits Be Used Toward a College Degree or Certificate?	13
Academic Advising	13
Advanced Placement (AP) or College in the High School?	14
Future Impacts of Earning College Credit Now	15
How Do I Get a Transcript For My College Applications and Transfer My Credits to a University?	15
Student Withdrawal or Refund Request	16
Grading Procedure	16
The Family Educational Rights and Privacy Act (FERPA)	17
Americans with Disabilities Act in Higher Education	17
Learning Resources & Support Services	18
Student Policies & Student Handbook	18
NCAA Eligibility	17
Frequently Asked Questions	19-20

What is the College in the High School Program?

Everett Community College's (EvCC) College in the High School (CHS) program is a cooperative program between local school districts and EvCC. The program allows 10th through 12th grade ([WAC 392-725-015](#)) students the opportunity to earn college credit while simultaneously earning high school credit. CHS approved courses are taught by qualifying high school teachers. Each teacher works closely with an EvCC faculty mentor to insure the work the students perform in the high school course is equivalent to an EvCC course.



EvCC's College in the High School program is accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP). NACEP is a professional organization for high schools and colleges that fosters and supports rigorous concurrent enrollment. This accreditation demonstrates that our program meets or exceeds rigorous national standards of quality and compliance in the areas of curriculum, instructors, students, assessment, and program evaluation. EvCC is the first and only community college in the state of Washington to be awarded NACEP accreditation.

Student benefits

- Students can accelerate their academic studies by experiencing and earning college credit while in a familiar environment without sacrificing the high school experience.
- CHS courses are common requirements of Washington's community colleges and universities freshman coursework.
- Upon completion, each course is recorded on the official EvCC transcript under the college course title and number.
- Completion of rigorous high school coursework and earning college credit may make a student's university application(s) stronger.
- **Significant savings!** Tuition for a CHS 5-credit course is typically 60% less than an equivalent EvCC course. The cost for a 5-credit CHS course is \$220. The cost for an equivalent course taken at EvCC can be as much as \$535 not including textbooks.
- Snohomish County high school students who are eligible for free or reduced meals, Medicaid, or whose family qualifies for TANAF or food assistance may qualify for the EvCC Fee Waiver program. See page 10 for details.
- CHS students who meet eligibility requirements may join Phi Theta Kappa: EvCC Chapter. PTK is an international academic honor society that promotes scholarship, leadership development, service and the cultivation of fellowship among EvCC students. ([http://evckappakappa.weebly.com/.](http://evckappakappa.weebly.com/))
- By earning college credits through the CHS program, you can look forward to a seamless transition to complete a degree or certificate at EvCC! EvCC serves students



seeking a wide variety of education options including but not limited to starting a four-year degree, earning certificates, training for a new job, and experiencing hands-on training in professional and technical programs.

Getting Started

Important Program Deadlines

Full year or first semester only classes

Program Opens: Monday, September 28, 2020

Step 1: Apply for admission – Sept.28-Oct. 19, 2020

Step 2: Complete program application (PAM) – Sept. 28 – Nov. 2, 2020

Step 3: Register & Pay: Monday, November 18, 2020

100% Refund/Withdraw Deadline: Monday, December 14, 2020

Withdraw with Permanent W on Transcript: Friday, January 29, 2021



Second semester only classes

Program Opens: Monday, Feb. 22, 2021

Register & Pay: Monday, March 22, 2021**

100% Refund/Withdrew Deadline: Monday, April 13, 2020

Withdraw with Permanent W on Transcript: Monday, May 4, 2020

*Step 2, program application must be complete prior to registration & payment.

**Each student must have an EvCC student ID number and complete step 2, program application, prior to registering for second semester. Step 2, program application, must be complete for each registration semester.

Terms & vocabulary

Admission (Apply for Admission) is the process of applying to EvCC to become a student. A student record is created and students are coded by program. Other demographic student information is collected. An EvCC Student ID Number is created and issued throughout this process. This process can take 10 to 14 business days during the CHS season.

Program Application is an application to the College in the High School program. The application is required each enrollment term (maximum two times per year). Students may not register and pay without completing a program application. The application allows students to apply for the EvCC fee waiver and authorizes the college to receive verification of free and reduced meals from the high school. The application also verifies prerequisites are met.

Placement is a term used to identify reading, writing, and mathematics level. Placement is determined by completing a placement test, the Smarter Balanced Assessment (SBA), or using the Mathematics Alternative Placement Model. Each high school teacher will verify placement or can authorize to override the placement with Instructor Permission. Students who do not meet placement and do not receive Instructor Permission will be directed to take the Accuplacer placement exam. Students who do not meet placement will be withdrawn and refunded if they have registered and paid.

Prerequisite is a course which must be taken before a student is allowed to take another course. For example: General Physics I (PHYS& 114) with a grade of C or higher is the prerequisite for General Physics II (PHYS& 115).

Registration is the process of officially submitting class requests and payment* for CHS classes. An officially registered student will appear on the high school teacher's roster.

*Payment includes credit card, check, money order, cash, and award of the EvCC fee waiver or other scholarship awards.

CHS Registration Process Overview

Registering for the College in the High School program is a **3-step process**.

Visit EverettCC.edu/CHS for additional information. Click “Registration Information” for details.



Apply Online for Admission at EvCC

New Students: Go to EverettCC.edu/CHS to apply for admission to EvCC

Returning Students: No need to reapply! Start with Step 2.

Deadline: Monday, October 19, 2020



Complete the College in the High School program application

You must complete this step before you can register for classes (step 3)

1st Semester Deadline: Monday, November 2, 2020

2nd Semester Deadline: Monday, March 22, 2021



Register and pay for your classes

Learn about payment options online at EverettCC.edu/CHS

1st Semester Deadline: Monday, November 16, 2020

2nd Semester Deadline: Monday, April 9, 2021



Check your email regularly! You will receive emails from learn@everettcc.edu concerning updates, reminders, and next steps. **A final registration confirmation e-mail will be sent when registration is complete.** Email is the primary communication tool used by the college. Students who neglect to check their email may miss deadlines and will not be able to earn college credits.

CHS Registration Process Details

Please read this section fully and carefully prior to beginning the 3-step process.

Step 1: Applying for admission

All CHS students must apply for admission unless the student already has an EvCC Student Identification (SID) Number. Do not reapply if you already have an EvCC student ID number.

Students can apply for admission at no cost online at <http://www.everettcc.edu/ApplyOnline> or by downloading an admissions application and mailing it to EvCC. After an admission application is processed, a student will receive an EvCC SID. During the CHS season, this process may take 10 to 14 business days depending on the volume of applications. **Apply as soon as possible!**

Tips for completing the online application

View our YouTube video at <https://www.everettcc.edu/ccec/college-in-high-school/chs-registration-information>

Section 1 – Personal Information

- Complete the web admissions account and application with the CHS student's information (name, address, phone number, date of birth, e-mail address, etc.)
- Be sure auto-fill does not populate other's personal information into the application.
- Including the social security number allows access to and management of the student record including the college transcript, reduces duplicate record creation, and notification to the IRS for a 1098-T form.
- Note: Providing a social security number or being US Citizenship is not required.

Section 2 – Course of Study

1. Which quarter do you plan to start? **Winter** (Full-year or first semester only classes) / **Spring** for second semester classes
2. Which year to you plan to start? **2021**
3. What is your preferred time of class attendance? **Day**
4. What is your intended major area of study? Type in "**College in the High School.**" If you do not type in "College in the High School" your application will not be processed.

Answer questions 5-6 as appropriate.

Sections 3 - 5

Please keep in mind the application is intended for high school graduates applying to EvCC. Not all questions are relevant to a current high school student. You can leave blank any questions that do not apply.



Section 6 – Academic History

Complete questions 1a, 1b, 1c, and 1d with current high school information. Include your graduation year in question 1d.

Section 6 - Academic History

1a. What is the name of the high school where you received or will receive your high school diploma?
Please enter the complete high school name

1b. Enter the city and state where the high school is located

City:

State:

1.c Years attended

From Year:

To Year:

1d. Once you begin college, will you have graduated from high school?

Yes, Year:

No, Highest Grade Completed

Receiving Your EvCC SID E-mail

Once the admissions application is processed, an email with subject line: **Application for Admission to Everett Community College will be received.** Your **Student Identification Number (SID)** will appear at the bottom of the email. Links for next steps will also be included in this email.

Step 2: Complete the College in the High School program application

- To log into the program application, a student's EvCC SID and PIN is required. The PIN is the student's month, day, and year of birth (Example: July 26, 2001 = 072601).
- A new program application is required for each registration semester.
- The program application allows students to apply for the EvCC fee waiver. See details below.
- Emails with next steps and notifications will be received following submission of this program application.

EvCC Fee Waiver

Snohomish County high school students who are eligible for free or reduced meals, Medicaid, or whose family qualifies for TANAF or food assistance may qualify for the EvCC Fee Waiver program. This waiver is applicable toward the fees of two, 5 credit classes per academic year (10 credits total). If you chose to self-pay for additional classes/credits, you will need to register and pay online or visit us either on the main EvCC campus or at the Corporate & Continuing Education Center.

Step 3: Register & Pay for your Classes

To register, visit EverettCC.edu/CHS. Select "Registration Information" then "Register Here".

- An email authorizing registration will be received once the program application is processed. This email includes the link to the registration site.
- College in the High School has a unique registration system. Do not register through the main campus registration system, MyEvCC. Registration through this site does not appear on the high school teacher's roster.
- Online registration uses the same username and password as Step 2 (Username: EVCC Student ID / Password: month, day, and year of birth (mmddyy)).
- Online registration requires knowledge of the class to register, high school teacher names, and payment via credit card (Visa, MasterCard, or Discover).
- Students who wish to register and pay with a check, money order, GET funds, or **payment plan** must contact the operations team by phone (425-267-0150) or in-person at the Corporate & Continuing Education Center (2333 Seaway Boulevard, Everett, WA 98203 - We cannot accept cash payments at this location.) or in Enrollment Services on the main EvCC campus (2000 Tower St., Everett, WA 98201).

Special Note for Running Start Students: It is important to register for Running Start classes before registering for College in the High School classes. Failure to do so may require in person registration for Running Start classes which may increase the chance of full classes.



Registration Snapshots and Tips

- Begin with signing into the registration system.
- Without signing in, the “Add to Cart” buttons are not active.
- To sign in, use the existing account username and password. Each student has an account created via Step 2 of the CHS process. **Do Not Create a New Account.**

[Sign In](#) [View Cart](#) [Help](#)

SIGN IN

You must sign in to your account to register for courses.

To sign in, enter your user name and password.

If you don't have an account, you can create one quickly by specifying a user name, password, and e-mail address. A student account is required before submitting a request for registration through outside payment methods, [such as a voucher](#).

Summer Youth Program: Please create an individual profile and registration for each child registering for camp.

Need help? Contact our friendly customer service team at 425-267-0150 or email learn@everettcc.edu.

[Privacy Policy](#)
[Terms And Conditions](#)
[Return To Course Catalog](#)

SIGN IN TO EXISTING ACCOUNT

USERNAME:

PASSWORD:

[Find My Username](#) [Reset My Password](#)

CREATE NEW ACCOUNT

USERNAME:

PASSWORD:

RETYPE PASSWORD:

EMAIL:

RETYPE EMAIL:

- Select the student's high school

Only students who have finished the requirements of the program application (Step 2) and are **SIGNED IN** will be able to see the "add to cart" button. If you don't see the button you have not finished the PAM requirements.

Visit [College in the High School's registration page](#) for details.

Select your school from the list below to browse and pay for classes.

- Archbishop Murphy
- Arlington
- Bellingham
- Blaine High School
- Bothell
- Cascade
- Crossroads
- Darrington High School
- Everett
- Glacier Peak
- Grace Academy
- Granite Falls
- Homelink
- Jackson
- Kamiak
- Lake Stevens
- Lakewood
- Lynden High School
- Lynnwood High School
- Mariner
- Marysville Arts & Technology
- Marysville Getchell
- Marysville Pilchuck
- Meadowdale High School
- Meridian High School
- Monroe
- Mount Baker
- Nooksack Valley High School
- Port Angeles
- Sequoia
- Sno-Isle Skills Center
- Snohomish
- South Whidbey
- Stanwood High School
- Sultan

- Select student's class. **Find the class with the item number and teacher's name that matches the class you are attending at your high school.**
- Click the "Add to Cart" button. If the "Add to Cart" button is not displayed, either the student is not logged into the registration system and/or the student's program application (Step 2) has not been process.

> [College in the High School](#) > [Cascade](#)

Intro to Literature

This is a five-credit, one semester class.

[Print Course information](#)
[E-mail to a friend](#)
[Return to Course Catalog](#)

<p>Intro to Literature Item #: 9719 \$210.00 Cascade High School One semester only</p>	<p>ENGL&111 Scott Loucks 5.00 credits</p>
--	--

- Once all classes are selected, it is time to check out. This step requires full payment to submit registration. Registration is not complete without payment. If registering with an alternate payment method, please contact the operations team at 425-267-0150 for assistance.

Shopping Cart

Preview the items in your cart. When you're ready to purchase, click [Check Out](#).

Item	Price	Details
Intro to Literature Section CS 8:00 AM-3:00 PM, 10/1/2015 - 2/5/2016 0 Sessions Location: Instructor: Scott Loucks	\$210.00	Remove item
TOTAL:		\$210.00

How did you hear about us?

How to Use Credits in the Future

How can credits be used toward a college degree or certificate?

CHS courses are “General Education Requirements (GERs).” Colleges and universities typically require 90-quarter credits earned in a variety of courses to fulfill general requirements before selecting an area of concentration, or a major. Courses completed can be applied toward a degree or certificate at EvCC, as well as transferred to other institutions. Depending on the institution and the selected program, credits may transfer as direct equivalent courses (GER), departmental general electives, or prerequisites for required courses. We strongly recommend contacting the college/university you plan to attend and verify how these credits will be accepted.

Each of the public, four-year colleges/universities within Washington State have agreed to accept transfer credits from this program. However, EvCC cannot guarantee whether the class(es) will meet a college/university’s graduation requirements or be accepted by a specific academic department at the college/university.

Students planning to attend a private college/university (either in Washington or out-of-state) should speak to the college/university admission office to clarify whether these transfer credits will be accepted. Although it is uncommon for credits not to transfer, there have been some exceptions.

Whitman will not accept transfer credit from this program. The University of Puget Sound has limits on transfer credit. Please contact them directly to confirm transfer limits.

Most colleges and universities provide the ability for students to view how EvCC credits transfer. From the college/university home webpage type in “credit transfer equivalency” in the search field. This will generally take you to the transfer equivalency tables and guideline page.

Academic advising

We want students to be successful as a College in the High School student and beyond! As an EvCC student, CHS students have access to educational and career planning. Advisors can help students understand how a course will apply towards a desired degree. Advisors can also assist with degree selections or Guided Pathways.

Contact: Email advising@everettcc.edu or call 425-388-9339

Please do not contact advising for CHS program questions (i.e. how to register, pay, apply for admission, etc.)

My course is both Advanced Placement and College in the High School.

Some high school courses offer both Advanced Placement and College in the High School.

Advanced Placement (AP) courses use nationally recognized curriculum.

Co-delivered AP and College in the High School are courses that offer both AP and College in the High School options and have been modified to ensure the college curriculum is covered along with the AP requirements.

Earn AP Credit: To earn credit through AP, the student must successfully pass a comprehensive exam, not just complete the course. Each college/university sets the minimum score required in order to obtain college credit. Some colleges use the AP scores for placement, not for credit. We strongly encourage students to research college/university Advanced Placement Examination Policies.

Earn College in the High School credit: One advantage of College in the High School over AP is College in the High School guarantees earning college credit (assuming a minimum of 2.0/C) is earned. No need to stress over a comprehensive high-stakes test!

Can I get both AP and College in the High School credit? No, universities will only allow credit for one. However you can register for CHS and take the AP test.

Is AP better than College in the High School? The answer to this question is generally no. However, some private colleges/universities do weigh AP higher than community college credit for admission purposes.

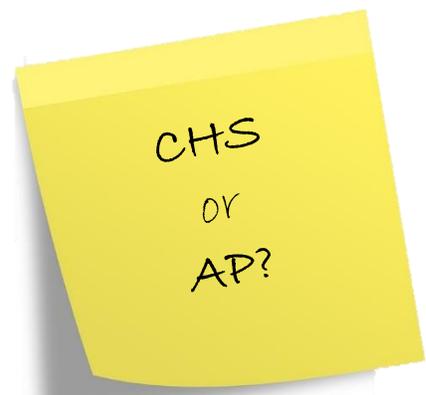
University of Washington's policy:

"The UW does not weight or prioritize one model of college-level course over another. Comparable coursework completed through AP, IB, Cambridge, Running Start, and College in the High School are viewed equally for admissions purposes.

(<https://admit.washington.edu/apply/freshman/policies/review>)"

For more information about Dual-Credit program comparisons, see the Washington Student Achievement Council website "Earn College Credit in High School"

<http://www.wsac.wa.gov/college-credit-high-school>



How might earning college credit now impact my future higher education?

Federal Financial Aid: Generally, dual-credit students are not eligible for state or federal financial aid while they are still in high school. Credits earned in dual-credit programs are used to evaluate satisfactory academic progress, which is used to determine eligibility for financial aid.

GPA: A student's high school GPA includes grades received in dual-credit courses. College admissions staff evaluate high school transcripts to determine if students have met credit completion standards. A student's EvCC transcript includes the GPA for only courses taken with EvCC whether those courses were from College in the High School, Tech Prep, or Running Start. College admissions will also consider the EvCC GPA for admission.

Maximum Credit Level: Dual-credit coursework, like any coursework regardless of source for tuition payment, counts toward the maximum credit allowed for financial aid eligibility.

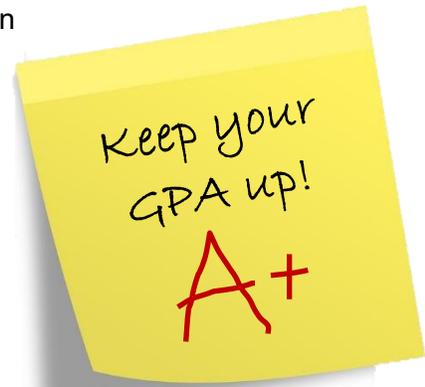
Student Loans: Federal student loan programs allow higher aid awards to second and third year students than for first year students. Dual-credit students may qualify for a higher loan amount when they reach second or third year status after graduating from high school.

See "Course Selection: What to Consider" under Student and Parent Resources on the College in the High School website to learn how courses can apply to the **Associate in Arts and Sciences - Direct Transfer Agreement**, the designated transfer degree accepted by many institutions in Washington and Oregon.

How do I get a transcript for my college applications and transfer my credits to a university?

EvCC **official** transcripts may be ordered online through the National Student Clearinghouse. The Clearinghouse provides online ordering 24/7 with processing in 5-7 business days. In addition to the convenience of credit card payment, this service provides email notifications as orders are received and processed by Enrollment Services. If assistance is need with this service, contact the National Student Clearinghouse at transcripts@studentclearinghouse.org or phone 703-742-7791 (Mon-Fri, 9am-7pm, Eastern Standard Time-EST). Visit EverettCC.edu/Transcripts for more information.

To view your student record or obtain an **unofficial** transcript, visit My EvCC Student Portal at <https://www.everettcc.edu/myevcc/>. You will need your EvCC student identification number and PIN (six-digit date of birth) to access this account. Once inside the student portal, select "Unofficial Transcript."



Policies & Procedures

Student Withdrawal/Refund Deadlines & Policies

Deadlines apply to withdraw and/or refund requests. List below are the deadline dates and descriptions. Only the student can request a withdrawal or refund. To submit a request, email CollegeinHS@everettcc.edu

Refund for full year and first semester class(es): Friday, December 6, 2019

A 100% refund will be issued and no activity will be posted to the transcript. After this date, refunds are not processed.

Refund for second semester class(es): Monday April 13, 2020

A 100% refund will be issued and no activity will be posted to the transcript. After that date, no refunds are not processed.

Withdrawal for full year and first semester class(es): Monday, January 27, 2020

No refund is issued and a “W” grade is posted to the transcript. Students must notify the college in writing to withdraw from the CHS class. Notifying high school administration or teacher does not notify the college. Failure to notify EvCC may result in a failing grade posted to the transcript. Use the email address above to notify the college.

Withdrawal from second semester class(es): Monday, May 4, 2020

No refund is issued and a “W” grade is posted to the transcript. Students must notify the college in writing to withdraw from the CHS class. Notifying high school administration or teacher does not notify the college. Failure to notify EvCC may result in a failing grade posted to the transcript. Use the email address above to notify the college.

Students who transfer out of or do not complete a full year class will **not** earn college credit. Partial credit is not awarded.

Grading procedure

The high school teacher must follow the EvCC grading scale. This may be slightly different from the high school grading scale resulting in a different college grade from the high school grade. Note: Full-year class grades are an average of the two semester grades.

A Pass or Fail grade is **NOT** available for students on a 501, 504, or IEP plan for this program.

The Family Educational Rights and Privacy Act (FERPA)

FERPA affords students certain rights with respect to their education records. For full rights visit <http://www.everettcc.edu/enrollment/ferpa/>. These rights, as they pertain to the College in the High School program, do not permit college staff to disclose or discuss students' records with anyone other than the student; this includes non-disclosure to parents or legal guardians. When inquiring about student records the student must make the inquiry.

Americans with Disabilities Act

Accommodations get tricky between K-12 and higher education. In the universe of disability law and education, K-12 and Post-secondary are two very different worlds and with College in the High School these worlds collide. There is very little guidance on how best handle this collision.

In the K-12/IDEA world:

The student may be provided related services such as:

- speech-language pathology and audiology services
- psychological or medical services
- physical and occupational therapy
- personal tutoring
- personal assistant/aide
- transportation

Colleges are not required to provide any of these services.

An IEP may include curriculum modifications such as abbreviated test, slower pace, reduction in course-work expectations, etc.

College students with disabilities are responsible for meeting the same standards as those without disabilities. Accommodations provide access but do NOT modify the fundamental standards of the courses or programs. An IEP may include modification of grading standards for students with disabilities. College grades reflect the quality of work submitted, grading standards are NOT modified.

Many K-12 IEP accommodations do have comparable college counterparts. Below are a few common college-level accommodations:

- extended exam time (typically 1 1/2 or 2X time)
- note-takers
- preferential seating in the classroom
- scribes and/or readers for exams
- limited/no distraction exam settings
- provision of class materials in accessible formats

Learning Resources & Support Services

As a College in the High School students, you have resources and support services available to you equivalent to all other students. These services include but are not limited to:

EvCC Library including online resources

- Diversity & Equity Center
- Advising
- Fitness Center
- Tutoring Center
- Counseling
- Center for Disability Services
- Job Center
- Food Pantry

Student Policies and Student Handbook

Everett Community College follows a number of guidelines that support a civil and respectful environment and provide procedures to assure fair treatment. EvCC's Student Activities Office publishes an annual [Student Handbook](#) which outlines many of the policies and procedures that support student conduct and institutional responsibilities. As a College in the High School student, it is your responsibility to review these policies as you will be held to the same standards for academic integrity, honesty, and plagiarism. Additionally, students are required to satisfy the college's policy on [Satisfactory Academic Progress](#).

National Collegiate Athletic Association (NCAA) Eligibility

NCAA Bylaw 14.2.2.3 Joint College/High School Program states: "A student-athlete's eligibility under the five-year rule does not begin while a student is enrolled in a collegiate institution in a joint high school/college academic program for high school students in which the courses count as both high school graduation credit and college credit, provided the student has not officially graduated from high school and does not participate in intercollegiate athletics while enrolled in the joint program." (Revised: 11/01/2001 effective 8/01/2002)

College courses may be used to satisfy NCAA core-curriculum requirements if the courses are accepted and awarded credit by the high school for any student and meet all other requirements for core courses. College courses must be placed on the student's high school transcript.

FAQ

I forgot my Student ID number. How can I find it?

Email learn@everettcc.edu with your full name, date of birth, and one other identifier like your mailing address or call our office with this information at 425-267-0150. Please note: we can **only** release this information to the student.

Do I need my student number to register?

YES. To get a student number you must apply to Everett Community College, or have attended Everett Community College (including College in the High School) in the past. Please see Admission instructions for directions on applying for admission (getting a student ID number).

My username and password won't work on the registration site. What now?

Usually this is because you are using your **admission** username and password to attempt to register. This will **not** work, since the Admission system is statewide, and registration is specific to EvCC's College in the High School program. Please use your EvCC SID and PIN as your username and password.

Visit Everettcc.edu/CHS to make sure you are attempting registration on the correct website.

How do I know which class I should register for?

Your high school teacher will give you the course title and course number for the classes in which you are enrolled. If you do not have the course title or item number, **please ask your high school teachers**. Enrolling in the wrong course causes problems for everyone, including you! Only students in the qualified course at the high school may register.

How can I pay for my classes?

The easiest way to pay for classes is to use a credit or debit card with our online registration system. If you cannot use the online method, you may register in person. We also offer a payment plan. Email learn@everettcc.edu or call 425-267-0150 to set up your payment plan.

Are there scholarships or waivers for low-income students?

No scholarships are available but we do waive the fee for up to two class per year for a maximum of 10 credits for students who are approved for free and reduced lunch at high schools in Snohomish County. Complete this request in Step 2 of the registration process.

How do I know if I'm registered?

You will receive an email confirmation of registration and payment receipt. You are not registered until you receive this email.

How do I see my grades?

You will not receive regular grade reports from Everett Community College. You can view your grades in the My EvCC Student Portal. To check your unofficial transcript, go to <https://www.everettcc.edu/myevcc/>.

Select "Unofficial Transcript" from the list of Student Resources.

Enter your Everett Community College SID and PIN. Unless you have changed your PIN, it will be your six-digit birthday (example: November 9, 1994 will be 110994).

The screenshot shows a web browser with several tabs open, including "Everett Community College" and "MyEvCC Student Portal". The main content area has a dark red header with the Everett Community College logo, the slogan "Stay Close... Go Far.", and contact information: "Everett Community College, 2000 Tower Street, Everett, WA. 98201-1390, 425-388-9100, Questions? admissions@everettcc.edu".

On the left side, there is a vertical menu of links: "1098T American Opportunity Credit", "Contact Information", "Credit Card Payment", "Degree Audit", "Display My SID", "Financial Aid Portal", "My Registration Time", "Online Registration", "Registration Blocks", "Student Planner", "Student PIN Change", "Student Schedule", "Unofficial Transcript" (highlighted), and "Waitlist Inquiry". At the bottom of this menu is "Account Password Reset".

The main content area is titled "Unofficial Transcript" with a lock icon. Below this is the "Grades" section, which states: "You can check your grades by looking at your transcript. Final Grades are usually posted on the transcript one week after the quarter has ended." Below that is the "Unofficial Transcript Copy" section, which states: "You can print an unofficial copy of your transcript from this site. This type of transcript is primarily used for advising. It's a good idea to keep a current copy in your personal records for reference purposes. Please note, most universities and employers require an official transcript." Below this text is a form with two input fields: "Student ID:" and "Student PIN:". The "Student ID" field is circled in blue. Below the "Student PIN" field, it says "Default PIN is your 6 digit birth date" and provides an example: "Example: Born on January 6, 1976, your PIN would be '010676'". At the bottom of the form is a button labeled "Get My Transcript".