COLLEGE OF EASTERN IDAHO   Early College Programs

TECHNICAL COMPETENCY CREDIT REQUEST FORM
* REQUIRED an official Copy of your High School Transcript with this form!

(PRINT or TYPE All Information CLEARLY, Using Ink Only)

*Full Name: _____
       Last   *First*   *Middle*   *Other*

*Address: _____
       Number and Street   *City*   *State*   *Zip Code*

*Phone: _____ **Cell Phone:** _____

*Social Security Number: _____ ***Gender:** _____ ***Date of Birth:** _____

Ethnicity	Hispanic ☐ Non-Hispanic ☐ Prefer not to answer ☐
Race	White ☐ Asian ☐ American Indian/Alaska Native ☐ Prefer not to answer ☐ Native Hawaiian/Pacific Islander ☐ Black or African American ☐

*High School: _____ *** High School Grad Year:** _____

CEI COURSES TO BE TRANSCRIPTED

Date of HS course completion	CEI Course #	CEI Course Name	High School Grade	# of Credits	Total Cost for Course	Date credit eligibility expires before transcribing
					= $	
					= $	
					= $	

Total $ _____
(One Time Charge Only)

Payment Options:
By Mail: Check or Money Order Payable to College of Eastern Idaho
In Person: Cash / Check / Credit Card / Money Order
Note: Please do not include Credit Card payments by mail
(No Fax or Email requests allowed)

Credits are designed for students wishing to go into the CTE program related to the credits. By sigining this you agree that you are enrolled in the program related to the credits at one of the 6 Technical College in Idaho.

I hereby request a copy of my College of Eastern Idaho transcript for my personal records.

Signature: _____ **Date:** _____

Please return to: (To protect private student information - No Fax or Email requests allowed)

   College of Eastern Idaho
   Attn: Tonya Tracy
   1600 S. 25th E.
   Idaho Falls, ID 83404

Steps for Admissions

1. http://www.cei.edu/admissions Select **APPLY NOW** and Complete the online application

2. Submit **TRANSCRIPTS** sent from last High School attended OR GED

- **MUST** be an official copy in sealed envelope or sent electronically directly from your school.

3. Submit TRANSCRIPTS from ALL Colleges previously attended

- **MUST** be an official copy in sealed envelope or sent electronically directly from your school.

4. Submit placement scores, i.e. **SAT / ACT if** taken within the last 5 years.

5. If there are no SAT / ACT scores or previous college credit that is applicable, take the Accuplacer/ALEKS placement test **— There is a $35 non-refundable fee for the placement test that can be paid in the cashier's office. CONTACT CEI TESTING CENTER** to schedule an appointment to test — (208) 535-5438**, Rm 25, Sessions Building 1.**

Testing Center Hours

Monday: 8am - 8pm
Tuesday: 8am - 8pm
Wednesday: 8am - 8pm
Thursday: 8am - 8pm
Friday: 8am - 5pm
Saturday: 8am - 2pm
Sunday: Closed

REQUIRED AT TESTING:

- Copy of your receipt
- A valid Picture ID
- No calculator and no children

6. PROGRAM SPECIFIC TESTING

- Computer Literacy test is required for Computer Networking/CSEC/Web Development

For questions or to make an appointment with a **COUNSELOR,** call (208) 524-3000

* If you are **Undecided**, please contact Center for New Directions (208) 535-5363

 To apply for **FINANCIAL AID** visit our website:

http://cei.edu/financial-aid/financial-aid-explained/apply-for-financial-aid

Financial Aid Priority Dates

- Fall Term: June 1
- Spring Term: November 1
- Summer Term: February 1