

STARK STATE COLLEGE
College Credit Plus Due Dates Checklist
SPRING 2024
Classes begin January 16, 2024

<u>DUE DATE</u>	<u>TASK</u>
January 3	Stark State College admitting and enrolling a student will issue a pre-term notice of admission and specific courses at least 14 calendar days prior to SSC's first day of class
January 4 – January 12	If changes occur after the 14 th calendar day, but prior to the first day of classes, a notice of admission will be sent to the student, parent, counselor, and superintendent of public instruction
January 12	Last day to enroll in a course for students that have applied
January 12	A roster of participants and course enrollments will be sent to the school counselors
January 16 – January 19	Schedule changes can be made for enrolled students Changes will not be accepted after January 19
January 26	Confirmation of participants, courses, and hours for each course will be sent to the participant, counselor, and superintendent of public instruction
January 29	Student must withdrawal prior to the 15 th calendar day to avoid financial penalty from their school district Students will receive a "W" on their Stark State College transcript
Full semester course(s) – January 29 1 st 8-week course(s) – January 29 2 nd 8-week course(s) – March 25	Post "Never Attends" Full semester course(s) & 1 st 8-week course(s) – Student must participate by 11:59pm January 28, 2024 2nd 8-week course(s) – Student must participate by 11:59pm March 24, 2024
Full semester course(s) – February 14	Post "Early Alerts" at noon
March 6	Adjunct instructors post student's mid-term grade(s)
Full semester course(s) – April 15 1 st 8-week course(s) – February 19 2 nd 8-week course(s) – April 22	Process academic withdrawal with Academic Advisor and high school counselor to avoid a failing course grade "W" will appear on Stark State College transcript
May 31	Complete course evaluations Return them to Donna Griffin at Stark State College
May 14 – W3 and/or on campus May 24 – F2F at high school	Adjunct instructors post final grades Students should not request transcripts before MAY 31, 2024
AS SOON AS POSSIBLE AFTER POSTING FINAL GRADES	Fill out grade change forms if necessary Forms can be found on MySSC and be sent to Kara Winter, Asst. Registrar kwinter@starkstate.edu
TBD BY CCP COORDINATOR	Schedule professional development with instructors and supporting teachers Notify them early enough to ensure their attendance