Concurrent Enrollment Checklist

**FOR THE SPRING SEMESTER 2020**

**During the month of September:** Look over Aims courses and choose a class you are interested in (plus two back up classes).

1. Visit Aims.edu
2. Click on “catalog and schedule” at the top
3. Scroll down and click on “schedule of classes”
4. Click on “Spring Semester 2018” in order to look at classes offered in the Spring of last year that will be offered once again in the Spring of 2019
5. Click on subject areas you are interested in taking and “submit” to look over course offerings for that semester
6. Turn the page over to learn what each class offering can tell you!

**Before Monday, September 31st:** Make an account and apply to Aims.

1. Visit Aims.edu
2. Click on the red “apply” button in the top right corner
3. Scroll down and click on “create an admission account and apply online”
4. Click on “create account” at the top
5. Fill out the information with a red asterisk (\*) next to it on the following page
   1. **Do not choose an “academic interest.”** Click on undecided/other (otherwise your account will be locked)
   2. “Entry term” will be Spring 2019
6. After you click “create account,” you will be redirected to “my account” page
7. Click on “apply online” at the top of your account page
8. Click “start a new application”
   1. “Entry term” will be Spring 2019
   2. For “enrollment type” click on “I am taking college classes while still in high school”
   3. Again, only the items with a red asterisk (\*) next to it need to be filled out
   4. If at any time you need to stop filling out the application, click “save application” on the bottom of the page. You can return to this application at any time.
   5. If you do not have a social security number, input: 999999999
   6. On the “academic plans” page, under “academic programs” click on “I will take classes while still in high school”
   7. For your primary campus, choose “high school”
   8. After you have gone through all the pages, sign the application and submit

**By Friday, October 11th:** Meet with Mrs. Patterson, get the Concurrent Enrollment packet and confirm Aims courses you want to take (this can be done as early as the first day of school).

**By** **Friday, October 18th:** Submit Concurrent Enrollment packet to Mrs. Patterson and check on account status.

**On Tuesday, November 12th:** There will be a *group* meeting with Mrs. Patterson in the cafeteria at 10:08am (beginning of 3rd hour). This is when we will register for your selected courses. Please bring your laptop and charger!