



*A 1,500 year tradition in preparing young men for life*



Thank you for your interest in earning college credits while in high school. In order for students to be enrolled in the courses listed under Step 5, students are required to apply for funding through the state of Ohio. If a student does not receive funding after submitting an application, he will be able to stay in the class but only for AP credit.

In an effort to streamline your application process for the College Credit Plus courses taken on Benedictine Campus through Notre Dame College I have compiled the following checklist. Please follow these steps:

- 1) Apply to the Notre Dame College CCP program using this link: [http://bit.ly/BeneNDC\\_App](http://bit.ly/BeneNDC_App) (By April 1st)
- 2) Submit through email, mail or fax the CCP Responsibility Acknowledgement: [http://bit.ly/NDC\\_Ack](http://bit.ly/NDC_Ack)
- 3) Send a letter of intent through email to the State of Ohio found here: [http://bit.ly/CCP\\_LOI](http://bit.ly/CCP_LOI) (By April 1st)
- 4) You will receive a letter of acceptance from NDC. You will need a digital copy for your SAFE application.
- 5) Apply for funding through the State of Ohio Safe Account. <https://safe.ode.state.oh.us/portal>  
(Available between February 20th and April 15th)
  - a. Here is a manual to help set up and apply [http://bit.ly/CCP\\_Parent\\_Help](http://bit.ly/CCP_Parent_Help)
  - b. Benedictine High Schools IRN is 052662
  - c. Notre Dame College IRN is 063859
  - d. Below is a list of courses and the number of credit hours you will need to apply for per term
    - i. AP US History (3 credits Spring term)
    - ii. AP European History (3 credits Spring term)
    - iii. NDC College Comp 1&2 / AP English (3 credits Fall term and 3 credits Spring term)
    - iv. NDC Chemistry / AP Chemistry (5 credits Fall term and 5 credits Spring term)