

High School Connections



Linn-Benton COMMUNITY COLLEGE

College Now Procedures

Step 1: **Students complete the College Now Participation Form and pay a one time processing fee of \$25.** Students should complete the College Now Participation Form as soon as possible. The College Now Participation Form only needs to be completed **one time** and applies to all College Now courses. Students **may not** register for any College Now course without having completed the College Now Participation Form. **Forms available at www.linnbenton.edu/go/collegenow**

Step 2: **Students register for each College Now course.** A student must be registered for all College Now courses taken during the 2009 - 2010 school year by May 7, 2010 or **sooner**. High school teachers must register students for College Now courses by sending to LBCC a College Now Request for Registration Form that includes the student's full legal name and **social security number or LBCC Student ID number**.

Step 3: A grade sheet for each class will be sent to the high school teacher.

Step 4: The high school teacher indicates a grade for each student and returns the grade sheets to LBCC by the dates indicated below.

College Now Dates – Spring Term	
May 7, 2010	Last day for students and teachers to turn in Participation Form and College Now Class Registrations.
June 4, 2010	Grade sheets sent to high schools teachers
June 10, 2010	Grades due at LBCC Registration and Admissions office.

Fall term dates:	
Nov. 6 th	Forms
Dec. 11 th	Grades
Winter term dates:	
Feb. 19 th	Forms
Mar. 18 th	Grades

Note: For high school classes that are completed later, grades can also be processed during the LBCC summer term. Dates for summer term are:

July 30, 2010: Last day for LBCC to receive Participation Form and Registration

Aug 13, 2010: Grades due at LBCC

Questions: Rich Horton, LBCC
6500 SW Pacific Blvd
Albany OR 97321
(541) 917-4791 (541) 917-4808 fax
rich.horton@linnbenton.edu
www.linnbenton.edu/go/collegenow