

Subject: PNWCC CTE Dual Credit EOY

Greetings Teachers & Staff!

June is here! Another year has flown by. Before the year ends...we'd like to share a few reminders & requests... **Please remember to:**

- × **Remind your students to register** for any classes they've taken this school year that are eligible for CTE Dual Credit
 - If possible, provide time in class to do so!
- × **Post/Pass/Share/Send PNWCC Flyers**
 - Flyers (attached & [online](#)) include:
 - Virtual Assistance Schedule
 - Drop-in Sessions
 - Evening Overviews
 - Registration Instructions
 - PNW College Credit Program Overview
- × **Send information home to parents / guardians**
- × **GRADE ALL students in your SERS Roster**
 - Don't forget to grade every student on your SERS roster, regardless of if they have made a payment or not
 - Grades are due in SERS the same day they are due to your school district or by June 25th; whichever comes first
 - REVISED Grading Manual is available online

DROP-IN SESSIONS DAILY

We host virtual sessions daily for students, parents, or teachers to join one of our staff online for "LIVE" assistance with any questions or concerns. Dates & times are listed on attached flyers & posted on the [CONNECT WITH US](#) page of our website.

EVENING OVERVIEWS

We are hosting two more evening sessions for students and parents. Please spread the word! Especially for those that are NEW to CTE Dual Credit. Our evening sessions will cover all program details, including registering in SERS and how to get credit transcribed.

- × **Tuesday, June 3rd, 7 – 8 pm**
- × **Thursday, June 5th, 6 – 7 pm**

SCHEDULE AN APPOINTMENT

You can schedule time with me in 15-minute increments via my Calendly site:

www.calendly.com/amy_pnwcc

TIPS 4 TEACHERS

Please read through **Tips 4 Teachers** (attached & [online](#)) and let me know if you have any questions or concerns. As the name implies, I've put together a one sheet of advice you will likely find helpful for registering students and in closing out the school year as a CTE Dual Credit teacher, and answers to our most commonly asked questions.

ATTACHMENTS

Attached to this email you will find:

- × PNWCC Program Overview A & B
- × PNWCC Registration Instructions A & B

- × Virtual Session Flyers
 - Student Drop-In's
 - Evening Overviews
- × PNWCC – TIPS 4 Teachers

IMPORTANT

We are only two weeks away from the registration deadline, and seniors will be leaving even sooner at many districts, however, we have just received several new agreements back from our college partners. Those with relevant classes will be contacted directly, but I wanted to make sure you were aware so that you can remind students to review all class offerings in SERS when they register, in case there is a new class that they can earn credit for.

We are here to support you in any way we can! Please, take a moment to review the attachments, read through the **Tips 4 Teachers**. Let us know how we can help.

CONTACTING US

The best way to reach us is via email or virtual session.

- × Teachers and staff are encouraged to email Tanya and I via CTE@PNWcollegecredit.org
- × Student & parent questions should be sent to our “INFO box” INFO@PNWcollegecredit.org

Thanks so much for all that you do!

Best~

Amy, Joseph, & Tanya