

CTE DUAL CREDIT REGISTRATION

Enroll in a CTE Dual Credit class, complete the course with a “B” or better, and get both high school and college credit!

How Do I Register to Earn Both High School *and* College Credit?

- **Registration is open: December 1, 2024 – June 15, 2025**
- **Create an Account in Career & Technical Education (CTE), State Enrollment & Reporting System (SERS):** CTESERS.org
- **From CTE SERS home page, Choose “Students”**
 - **New student?** Click “Create New SERS Account”
 - **Returning student?** Login with your username and password
- **From Students home page, click “Registration”**
 - Click “Register for Classes”
 - Make sure the correct high school is displayed (no need to fill in other fields)
 - Click “Search”
 - Place a checkmark in the box to the left of the class(es) you are taking
- **Go to the “Review” page**
 - Review registered class(es). Verify class and college, then choose teacher
 - Click “Save and Register”
- **Go to the Registration Confirmation page by clicking on the printer icon in the upper right corner**
 - Confirmation will be emailed to you. Save or Print the confirmation page for your records.

CTE SERS



You Are Almost There...

- **Pay Consortium Fee by June 20, 2025**
 - Pay one, non-refundable fee per school year (not per class) [PNWcollegedcredit.org/PAY](https://pnwcollegedcredit.org/PAY)
- **Request College Transcription**
 - Review SERS to ensure your classes are ready to be transcribed
 - Class(es) must show as **completed** (grade entered and fee marked as paid)
 - Note which college you have earned credit from
 - Follow instructions for college awarding credit: [PNWcollegedcredit.org/transcripts](https://pnwcollegedcredit.org/transcripts)

IMPORTANT: Teachers grade all students who have registered in SERS by June 25, 2025



Pacific Northwest College Credit (PNWCC)—a CTE Dual Credit consortium—partners with local colleges, school districts, and skill centers across North King and Snohomish Counties (here in the Pacific Northwest) to offer college credit for high school students.

▶ [PNWcollegedcredit.org](https://pnwcollegedcredit.org) **NEED HELP?** Email: info@pnwcollegedcredit.org