

### **STEP Classes**

The amount of college credit that can be earned depends upon the class(es) taken. Many of the courses are articulated college credit so the college credits do not automatically appear on college transcripts. Students create accounts through [www.ctecreditmn.com](http://www.ctecreditmn.com). The student's account will list all of the college credits they have earned while in high school. When the student enrolls at a college they want to print off their record and give it to their advisor in order for credits to be entered on the college transcript.

The following classes offer concurrent enrollment credit. Therefore, if a student has completed one of these classes they will have a transcript and an account through the college:

- Advanced Autos
- Emergency Medical Careers
- Foundations of Education
- Nursing Assistant and HHA
- Welding Technology

### **St. Cloud State University: Biology, French, Reading & Study Skills (3 credits)**

Go to the SCSU website and search S2S.

1. Choose S2S Student Resources link
2. Go to option to request transcripts

OR go directly to:

<http://www.stcloudstate.edu/srfs/transcripts/default.aspx>

Students will need their Star ID in order to request transcripts. Contact the help desk via email or call 877-466-6728.

### **University of MN: College Intro to Literature (4 credits), College Writing (4 credits), College Algebra through Modeling (3 credits)**

Go to [www.onestop.umn.edu](http://www.onestop.umn.edu) and select "Grades and Transcripts"

1. You will need to log in to your "MyU: Academics" via the Quick Link at the right.
2. Select the "Grades" tab at the top to verify that your grades are complete and accurate.
3. Select the "Order Official Transcript" option at the bottom of the same screen and follow the prompts.
4. If you don't know your University Internet ID and password, contact One Stop at 612-624-1111.

### **AP Courses:**

You will need to log into your account in order to view your scores and to have them sent to your college.

<https://apscore.collegeboard.org/scores#/>

### **Articulated Credits:**

Coon Rapids High School offers a variety of classes that may qualify for articulated credit at some post-secondary institutions.

<http://ctecreditmn.com/>

**PSEO:**

If you took credits through PSEO, contact the college directly to request your official transcript to be sent directly to the college you are attending.

**PLTW Biomedical Sciences and Engineering Classes:**

Students who complete Project Lead the Way (PLTW) Biomedical Sciences and Engineering courses at Coon Rapids High School have an opportunity to earn college credit. There are two options to obtain college credit for PLTW courses: transcribed credit and articulated credit.

**Transcribed Credit (Biomed and Engineering)**

St. Cloud State University (SCSU) grants “transcribed” credit for PLTW courses. Currently, they offer credit for all of the PLTW Biomedical Sciences and Engineering courses. Students must achieve an 80% (B-) or higher average between the trimesters of the course or achieve an “accomplished” or “distinguished on the end of course assessment.

SCSU offers transcribed credit and charges \$100 per three credit course. In order to obtain the transcribed credit, you must complete the credit request online by [following these directions](#). Once you know what college or university you will be attending, communicate with your college or university to determine how/if they would accept your transcribed credits. Credits must be submitted to SCSU for transfer prior to enrolling in any other college or university.

This year, SCSU is offering free college credit for students who can verify their Free/Reduced Lunch eligibility. If this applies to you, contact Kurt Helgeson ([krhelgeson@stcloudstate.edu](mailto:krhelgeson@stcloudstate.edu)) at SCSU for a fee waiver code to use in your online submission of credits. You will also need to email Kurt your free/reduced lunch eligibility letter.

The transcribed credits earned through the PLTW Biomedical Sciences and Engineering courses will serve as three elective credits at SCSU. Additionally, PLTW Biomedical Sciences courses may serve as Biology course credits. More information can be found on the [SCSU PLTW website](#).

**Articulated College Credit (Engineering Only)**

Through Articulated College Credit, students can earn technical and/or community college credits by achieving an 80% (B-) or higher average between the trimesters of the course. This credit option does not have a cost. This credit is accepted at the specified technical and community colleges as shown on the [CTE Credit MN website](#). Articulated College Credits are transcribed after the student enrolls at the participating college listed on the Articulated College Credit agreement. These credits are tracked through the CTE Credit MN website. Students are responsible for tracking their Articulated College Credits. To utilize the Articulated College Credits, students must download and print a certificate from their account on the CTE Credit MN website, and then bring their certificate to the college when they register. To create an account, submit PLTW courses for articulated credits, or download your credit certificate, [follow these directions](#).

The main difference in these credit options is with transferability; each college has their own credit transfer acceptance policies. Transcribed credits transfer more easily. Articulated College Credits may be accepted at colleges other than those listed on the articulated agreement. Students need to check with their college of choice for specific credit transfer criteria – not all credits will transfer into all programs or majors.

Students wanting to access their SCSU transcript and Articulated Credits should [follow these directions](#). For SCSU, a grade of S (Satisfactory) appears on the transcript (not an actual letter grade). SCSU transcript information can be found on the [SCSU Student Registration & Financial Services page](#).

