



2018-19 Steps for application to Jackson County Early College

Link to information, pre-application, and application: www.jxncec.org

PLEASE NOTE: The application window opens **November 1, 2018** and closes **January 31, 2019** for early enrollment. The process must be complete and all documentation provided to be enrolled in JCEC.

1. Complete the pre-application which can be found under the "Application" tab and turn it in to your school counselor. Your counselor also has paper copies of the pre-application and parent waiver.
2. Once your counselor has received and approved the pre-application, and you have provided the supplemental materials: a signed parent waiver, letter of recommendation, and essay, you may begin the application.
3. Directions for the supplemental materials:
 - a) Complete a brief (250-word) **essay on how Early College can benefit you.**
 - b) Have a parent/guardian sign the "**Parent Waiver**" form which is available at www.jxncec.org or from your counselor.
 - c) Obtain a **letter of recommendation** from a teacher, counselor, employer or mentor.
 - d) Give these documents to your high school counselor.
4. Your counselor will include your educational development plan in your application materials.
5. The high school counselor will submit your completed pre-application materials to Jean Logan, the Early College Administrator.

To complete the actual application for Jackson County Early College:

6. Click on the Application link under the "Application" tab. This takes you to the Jackson County student account page.
7. If you already have applied to Jackson College, you have an account. Use your username and password to enter the system.

If you have not applied to Jackson College, select create account. You will select a username and password.
8. Once you have created an account, you will be directed to the Jackson College application page. Select "Start an Application."
9. Select **"Start a new JCEC Application."** **Do not complete a traditional student application.**
10. Follow the directions and provide the required information. Please note: the student's social security number is required for application.

Please contact JEAN LOGAN (info@jxncec.org or (517- 581-2003) or your high school counselor if you have questions.