

## **INSTRUCTIONS**

Complete the following steps to have your high school CTE Dual Credit courses evaluated and transcribed to your Green River College transcript (CTE Dual Credit courses must have a grade of "C" or better to be eligible for transcription; Aviation courses require a "B" or better):

1. Apply for admissions [www.greenriver.edu/applynow](http://www.greenriver.edu/applynow). Once your application is processed by Green River College, a Student (ctcLink) ID number will be emailed to the email account listed on your application for admission.
2. Submit an official high school transcript: (transcript must be in a sealed envelope from the high school) in-person or via mail to the Office of the Registrar.
3. Once your CTE Dual Credit courses have been evaluated and transcribed, you will be notified via your preferred email address on file.

## **STUDENT INFORMATION**

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