

CFCC Career and College Promise (CCP) Online Approval Form - DocuSign Instructions, for the Career Technical Education (CTE) / Workforce Continuing Education (WCEP) Nurse Aide Pathway.

Important Notes:

*All students must complete the online CCP / CTE / WCEP Application.

*If students would like to enroll in CTE/WCEP pathway, students will have to complete the online Application and complete and DOCUSIGN the online Approval form for the pathway.

Instructions CTE / WCEP Online Approval Form Process:

1. Students will click on their High School Name, (for example: New Hanover High School/Pender High School, etc.).

2. Students will type their name and email and their parent's name and email.

3. Students will click 'Next' to complete their section of their approval and sign.

4. An email will be sent to the parent to complete their section(s) of the form and sign.

5. Another email will be sent to the high school principal/designee to complete the sections of school information of the approval form. The school will be able to attach students' high school transcripts and/or provide test scores or copy of test scores (if applicable).

6. Finally the signed forms will come to Claudina McLiverty RN, Nurse Aide Program Director, for final signature and processing. (Only if the student has completed the online CCP application).

DocuSign Signature Order

1. Student

2. Parent

3. High School Principal/Designee

4. Claudina McLiverty RN, Nurse Aide Program Director

*Processing of these CCP Online Application and Approval forms requires all DocuSign Signatures. Failure to not have all signatures on forms and the online application will result as unprocessed CTE /WCEP Application.

*Students who attend a private/charter or homeschool should contact Claudina McLiverty for Enrollment eligibility information at cmcliverty@cfcc.edu .