

2025
2026



YOUNGSTOWN STATE UNIVERSITY

College
CREDIT PLUS

YSU CCP 2025-2026 CONTINUING STUDENT FORM GUIDE

* Images are used for example *only*, dates will appear differently *

Before you sit down to fill out the application, please make sure you have the following:

1. Your Penguin Portal username (it's the first half of your YSU email and is on your YSU ID).
2. Your Penguin Portal password - can't remember your password?
Reset at mypassword.ysu.edu. If that does not work you will have to contact the IT Service Desk: 330-941-1595.
3. Your high school CCP course schedule if you plan to take college classes in the high school.

If you have any questions, please email ccp@ysu.edu for assistance.

1

STEP ONE: Log In

- You can access the form online at ccp-app.ysu.edu.
- Log in with your Penguin Portal username and password.

The screenshot shows the Penguin Portal login interface. At the top left is the YSU logo. Below it, the text "Please Log In" is displayed. A red callout box with the text "Do not include the @student.ysu.edu" has an arrow pointing to the Username input field. Below the Username field is the Password field. A second red callout box with the text "Can't remember your password? See above for info on how to reset." has an arrow pointing to the Password field. At the bottom right of the login form is a "Login" button.

2

STEP TWO: Verify Account

Review the screen. Is your name in the top right corner?

- If yes, click on **Continuing Student Form**.
- If no, please contact the YSU CCP office (ccp@ysu.edu) before continuing.

The screenshot shows the YSU logo in the top left corner. In the top right corner, it says "Welcome Ashley Smith!" with a "Log Out" button next to it. Below this, the heading "What would you like to do?" is followed by two blue buttons: "Continuing Student Form" and "Set Payment Options", with the word "OR" centered between them. A red callout box on the left points to the "Continuing Student Form" button with the text "Click on Continuing Student Form." A red callout box on the right points to the "Welcome Ashley Smith!" text with the text "Make sure your name appears in the top right corner."

3

STEP THREE: Verify County and High School

Is your county and high school correct?

- If yes, move on to Step Four.
- If no, please use the drop downs to select the correct county and/or school.

The screenshot shows the YSU logo in the top left corner. Below it is the heading "Continuing Student Form". Underneath the heading is the instruction "Please update your high school if it has changed". At the bottom of the form, there are two dropdown menus. The first is labeled "County:" and has "OH-Trumbull" selected. The second is labeled "High School:" and has "Girard" selected. Red arrows point to the dropdown arrows of both menus.

4 STEP FOUR: Review Courses and Interested Major

Are you interested in enrolling in on campus courses?

If yes, check:

- The first box if you are interested in summer courses.
- The second box if you are interested in fall and/or spring.
- Both boxes if you want to do both.

If no, do not check either of the first two boxes.

Check the third box if you are planning to take the ACT in March or April of 2025.

Interested Major: Do you know what you want to study once you graduate HS?

- If yes, select the major from the drop-down box.
- If no, select Undecided from the drop-down box.

Interested
in summer
courses?
Check box
if yes.

Interested
in taking
classes on
campus or
online?
Check
box if yes.

Are you taking
the ACT in the
month of March
or April, of 2025?
Check box if yes.

Do you know what you want to study once you graduate HS?

- If yes, select the major (they are listed alphabetically) or
- If no, select Undecided (it will be at the top of the list).

Continuing Student Form

Please update your high school if it has changed

County: OH-Trumbull High School: Brookfield

Check all that apply for the 2122 school year.

- I am interested in enrolling for summer term
- I am interested in taking classes on the YSU campus and/or online
- I am taking the ACT in April and/or I took the ACT administered by my high school

Intended Major: Undecided

Intended Major: Undecided

Courses of Interest

Select the Payment Method

Course	Term
Accounting (BS in BA)	
Advertising and Public Relations (BS in BA)	
Allied Health (BSAS)	
Allied Health Online (BSAS)	
Anatomy and Physiology (Certificate)	
Anthropology (BA)	
Applied Gerontology (Certificate)	
Art Education (BS in Ed)	
Art Studio-Digital Media Track (BFA)	
Art Studio-Graphic + Interactive Design Track (BFA)	
Art Studio-Interdisciplinary Studio Art Track (BFA)	
Art Studio-Painting/Printmaking Track (BFA)	
Art Studio-Photography Track (BFA)	
Art Studio-Three Dimensional Studies Track (BFA)	
Associate of Arts CLASS (AA)	

Save

to enroll in.

5

STEP FIVE: Review Courses and Payment Options

- Review the courses offered at your high school. Skip this step if none are listed.
- Select the Payment Option and then click the box for each course you wish to enroll in.

Option A:

- You pay for tuition, books, and materials.
- Can choose to receive only college credit (grade is not factored into the high school GPA) or both high school and college credit.
- If you want high school credit, you will need to ask to have the course added to your transcript before the 14th day of the college term enrolled.

Option B:

- No cost to you.
- This option is available only to Ohio residents.
- Your high school pays tuition and also textbooks.
- YSU waives course fees.
- You earn both high school and college credit (grade is factored into the high school GPA).
- **Non-public and home school students who do not receive enough funding can self-pay under Option A. Contact our office when you receive your funding letter to discuss options.**
- **Out-of-state students are always Option A rates.**

Courses offered at your high school

Select the Payment Option and check the box next to the courses that you want to enroll in.

Course	Payment Option	
English 1550, 3 s.h., CRN 43368	B: STATE-PAY: My college classes	<input checked="" type="checkbox"/>
Mathematics 1510, 4 s.h., CRN 4000		<input type="checkbox"/>
Statistics 2601, 3 s.h., CRN 4000		<input type="checkbox"/>
English 2618, 3 s.h., CRN 23283	<input checked="" type="checkbox"/> A: SELF-PAY: My college classes are added to my high school transcript at r <input type="checkbox"/> B: STATE-PAY: My college classes are listed on my high school transcript au	
Mathematics 1510, 4 s.h., CRN 2000		<input type="checkbox"/>
Mathematics 1571, 4 s.h., CRN 2000		<input type="checkbox"/>

Save

Make sure you refer to your high school CCP course schedule if you plan to take college classes in the high school.

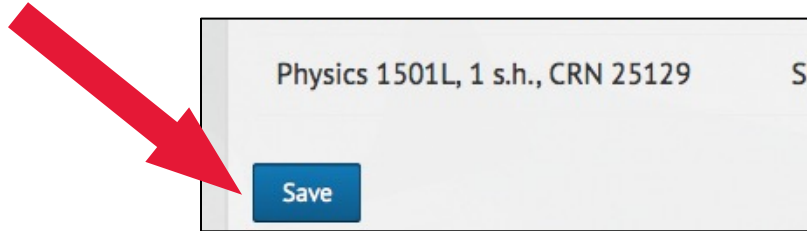
6

STEP SIX: Review Form and Submit

Review your selections:

- Are your name, county and high school correct?
- If you are interested in taking campus courses, did you check the box(es)?
- Did you select a payment option and check the box for each course you are interested in?

If everything is correct, click Save.



7

STEP SEVEN: Placement Testing and Academic Advisement

We will email ONLY your YSU email account with information on how to complete course placement testing and register for advisement.

- Please check your YSU email account regularly for program updates, course placement testing requirements, requests for updated ACT/SAT scores, and appointments with your academic advisor.
- Course Placement Testing
 - o As a reminder, **admission to the program is not the same as course placement.**
 - o YSU uses a combination of ACT/SAT scores and course placement tests.
 - o You may have to do course placement testing to qualify for a course, even if you did not complete any testing last year.
- Advisement:
 - o Students completing the Continuing Student Form as part of their scheduled YSU application day with their school will complete a pre-advisement session with YSU staff to review next steps, including how to meet with an advisor.
 - o If you are applying on your own, please monitor your YSU email account for an email on how to register for your pre-advisement session. You must attend this session before you meet with your YSU advisor. DO NOT schedule an appointment on your own before you meet with our staff. Advising staff have changed and you may not see the same advisor you did last year.