



Get on track with...

CEOLIP

CAREER EDUCATION OPTIONS

LANGUAGE INTEGRATION PROGRAM

Is CEO the right place for you?



Are you an English language learner?



Do you want to learn academic English?



Was it difficult to finish high school?



Do you want to continue your education?

If yes – CEO's LIP may be right for you!

What if my English isn't great?

NEW

CEO / LIP

**Language Integration
Program**

for English Language Learners!

- From a non-English speaking background
- Not confident reading or writing English
- Could use some help with academics!



Who is eligible for CEO?

Anyone aged 16-21

(age 16 on or before September 1st of current school year),

who has

...dropped out
of high school
(GED® okay)

OR

...is significantly behind in obtaining
high school credit **and/or** recommended
by case managers, Juvenile Justice System,
or district personnel.



What does CEO provide?



Tuition, Books &
School Supplies



Bus Vouchers
& Orca Cards



Referral to
BC Resources



College Transition
Courses



Case
Management



Academic
Advising

What does CEO pay for?



All Degree Programs & Certificates

except ALDAC & Bachelor's Degrees

For a full list of programs, visit:

www.bellevuecollege.edu

Is getting a GED® an option?



CEO offers GED® test preparation classes

Review and prepare for the four GED® tests:

Reasoning through Language Arts

Mathematical Reasoning

Science / Social Studies

Determine readiness to take the GED® tests based on in-class practice tests.
Develop test taking strategies and study skills.

Will the CEO program provide me with a high school diploma?



Upon completion of the Associate's degree, all CEO students will receive a high school diploma.

IEP? 504? No problem!



The Disability Resource Center (DRC) is dedicated to service excellence in the provision of comprehensive and flexible accommodation plans, working with students, instructors, staff, administration and community contacts to ensure the successful academic endeavors and goals of qualified Bellevue College students with disabilities.

How does CEO/LIP work?

TYPICAL CLASS PROGRESSION

LIP
READING/
WRITING
0/1

LIP
READING/
WRITING
2

LIP
READING/
WRITING
3/4

CEO 102 +
ENGLISH
CLASS

CEO
103/104 +
2 MORE
CLASSES

CEO/LIP CLASSES ARE OFFERED:
FALL, WINTER & SPRING QUARTERS

WORK WILL BE DONE IN CLASS, IN A LAB, AND AT HOME

What is taught in CEO/LIP classes?

1

Writing

2

Reading

3

Grammar

4

**Critical
Thinking**

5

**Computer
Skills**

6

**Job
Search
Skills**

CEO classes are limited to 20 students per class

Class Times



**Early
Afternoon**

12:30pm -
2:20pm

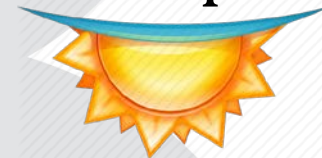


**LIP
READING/
WRITING
2**



**Late
Afternoon**

1:30pm -
3:20pm



**LIP
READING/
WRITING
0/1 & 3/4**

Classes are held 5 days a week – Monday through Friday

When do classes begin?

2020-2021 School Year

Spring Quarter	Wednesday	April 1
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Fall Quarter	Monday	September 21
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Winter Quarter	Monday	January 4
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Classes fill quickly— turn in your application packet ASAP!

When will I age out?

BIRTH YEAR	BIRTH MONTH	AGE OUT MONTH/YEAR
1999	Sept 2 - Dec 31	June 2021
2000	Jan 1 - Sep 1	June 2021
2000	Sept 2 - Dec 31	June 2022
2001	Jan 1 - Sep 1	June 2022
2001	Sept 2 - Dec 31	June 2023
2002	Jan 1 - Sep 1	June 2023
2002	Sept 2 - Dec 31	June 2024
2003	Jan 1 - Sep 1	June 2024
2003	Sept 2 - Dec 31	June 2025
2004	Jan 1 - Sep 1	June 2025
2004	Sept 2 - Dec 31	June 2026
2005	Jan 1 - Sep 1	June 2026
2005	Sept 2 - Dec 31	June 2027

What forms do I have signed by others?

Variance Attendance Release Form

From the school district where you reside*

***Bellevue School District: call ahead for an appointment: 425 456 4000**

Recommendation for Re-engagement


Signed by counselor, teacher, school district, pastor, P.O

- NO PARENTS OR OTHER RELATIVES!

Official Transcript from last High School Attended

Homeschooled? Not necessary

Choice Transfer Request

 Form required only if the last high school you attended is not in the school district where you currently live. Obtain from last high school.

Forms you do yourself

Student Information Release Form (FERPA)

Additional Forms in Packet

**Release of Information
CEO Drop/Add Consent
Photo Release
CEO Student Contract**



Student Information Release Authorization

Bellevue College does not release information contained in your educational record to family members, other people or agencies without your written consent. If you wish to give permission for another person or agency to have access to your records, please complete this form and submit it to the Enrollment Services Office. Use one form for each person or agency.

Student Name (print clearly)	Student ID Number
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I authorize Bellevue College to release the information indicated below to the following person/agency:

Name of Person or Agency			
Street Address	City	State	Zip code

I authorize Bellevue College to release the records indicated below for the purpose of (initial reason/s):

<input type="checkbox"/> Academic Assistance	<input type="checkbox"/> Payment of Tuition	<input type="checkbox"/> Enrollment Verification/Progress
<input type="checkbox"/> Other (specify reason):		

I authorize Bellevue College to release the following information (initial each authorized area):

<input type="checkbox"/> Enrollment Services Records: Admission/Graduation applications, Class schedule, Transcripts, Residency
<input type="checkbox"/> Class Records and Progress: ALL classes or SPECIFY a class:
<input type="checkbox"/> Finance Records: Tuition & Fees charged/paid, Fines and other financial record holds on account
<input type="checkbox"/> Financial Aid File: Awards/Amounts Received, All submitted/required documents,
<input type="checkbox"/> Disability Resource Center: Test results, Accommodation information, Submitted documentation
<input type="checkbox"/> Other (specify)

Bellevue College has the authority to release this information for the following time period:

<input type="checkbox"/> One time only (specify date)
<input type="checkbox"/> For (specify dates/quarters)

Note: Educational records generally include submitted documents or information contained in our Student Record Database. Instructors are only required to release information regarding student progress in areas that go into making up the final grade for a course. They may choose, but are not required to have a detailed conversation with the authorized person or agency you indicate on this form.

My signature below authorizes this release.

Student Signature Signature Goes Here	Date MM/DD/YEAR
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State Reporting Registration Form



CAREER
EDUCATION OPTIONS
CENTER FOR HIGH SCHOOL PROGRAMS

Fillable Form On CEO Website
Complete and Print to add to packet

Search

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Forms

Please read this document, [CEO NEXT STEPS](#), and print out and complete all of the remaining forms before your interview

[Apply Now](#) (Open link, type in responses, then submit for your BC application to be processed)

If you do not have all of the necessary forms (below) completed at the time of your entrance interview, you will be asked by our staff to reschedule.

- [Variance Attendance Release Form](#)
- Choice Transfer Request or documentation of official withdrawal from the last high school you attended
- Official transcript from the last high school or school district you attended
- Copy of photo ID with date of birth
- [Recommendation for Re-Engagement \(school district official\)](#)
- [State Reporting Registration](#) (Download form, save on your device, then open, type in responses, then print, sign and include with your packet)
- [FERPA Student Information Release Authorization Form](#)
- [CEO Drop/Add Consent Form](#)
- [CEO Student Contract](#)
- [Bellevue College Release of Information](#)
- [Photo Release](#)

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Center for High School
Programs – CEO

Phone: 425-584-2028

Email:

Last Updated March 5, 2020

When the packet is complete:

Use checklist to make sure you have all the forms

- **Bring completed packet** to Bellevue College campus, Building B, Second floor (directly above the bookstore).
 - Place the completed packet in **The CEO Drop Box** located on the wall between offices B233A & B233B. If you have any problems locating drop box, please see Center for High School Programs front desk.
- Via **scanned email** to lori.smith-berry@bellevuecollege.edu
- **Fax** the documentation to 425-564-6137

Follow the checklist!

- ☐ **INCLUDE Copy of photo ID with date of birth**

Visit CEO Website www.bellevuecollege.edu/ceo to fill in and print out to add to complete packet:

- ☐ **CEO Bellevue College Application (Filled out at the CEO information session on-line)**
- ☐ **State Reporting Registration (Filled out on line, then print, sign and submit with completed packet)**

Included in packet handout:

- ☐ **Variance Attendance Release Form (school district in which you reside)**
- ☐ **Choice Transfer Request or documentation of official withdrawal from the last high school you attended (This form is only required if the last high school you attended is not in the school district you currently reside in) ***
- ☐ **Official Transcript from the last high school or school district you attended ***
- ☐ **Recommendation for Re-Engagement (school district official)**
- ☐ **FERPA Student Information Release Authorization Form**
- ☐ **CEO Drop/Add Consent Form**
- ☐ **CEO Student Contract**
- ☐ **Bellevue College Release of Information**
- ☐ **Photo Release**
- ☐ **King County Questionnaire**



When the packet is complete:

CEO DROP BOX

B Building: Located on the wall between offices B233A & B233B.



Let's review the Process!

- 1 **Submit** the online CEO application
- 2 **Complete** all the forms in the packet
Incomplete packets will not be accepted!
- 3 **Deliver** packet to Center for High School Programs (above the bookstore in B bldg.)
- 4 **Watch for email** from Narmina or Natalie and schedule your entrance appointment!

Questions?...

Call (425) 564-2026 or visit www.bellevuecollege.edu/ceo

Entrance Appointment

When?

After packet approval and within 3-4 business days, you will receive an email from Narmina or Natalie. You **MUST** reply to this email to schedule your entrance appointment.

What happens?

- Meet for 15 minutes
- Review program benefits and requirements
- Answer any questions
- Choose your class schedule for the quarter
- Go take the Math assessment test*

***You must have your Photo ID!**

I'm unable to attend an information session.

1

Go to the Bellevue College CEO / Forms Website and fill out the Apply Now section

[Apply Now](#) (Open link, type in responses, then submit for your BC application to be processed)

2

Print and fill out the following eight forms from the CEO website:

[Variance Attendance Release Form](#)

[Recommendation for Re-Engagement](#)

[State Reporting Registration](#)

[FERPA Student Information Release Authorization](#)

[CEO Drop/Add Consent Form](#)

[CEO Student Contract](#)

[CEO / Bellevue College Release of Information](#)

[Photo Release](#)

Questions?
Call 425 564 2026

3

Obtain an official (sealed) transcript from your last high school
Bring a copy of your photo ID with date of birth

4

Submit your complete packet to the Center for High School Programs

Final Review!

After completing the online BC application:

1

Complete forms in the packet provided

2

Get Variance Attendance form signed at the **school district** in which you reside

3

Get official transcript from **high school**
(if not home schooled)

4

Submit packet to **Center for High School Programs**

5

Watch for email with entrance interview and assessment testing appointment



Bring Photo ID!

Questions?...

Call (425) 564-2026 or visit www.bellevuecollege.edu/ceo

What questions do you have for us?

?????



Contact CEO!



(425) 564-2026



(425) 564-6137



Facebook



BC Main Campus
Room B233



chsprograms@
bellevuecollege.edu



www.bellevue
college.edu/ceo

Bellevue College does not discriminate on the basis of race, color, national origin, language, ethnicity, religion, veteran status, sex, sexual orientation, including gender identity or expression, disability, or age in its programs and activities.

Please see policy 4150
at www.bellevuecollege.edu/policies/.

The following people have been designated to handle inquiries regarding non-discrimination policies: Title IX Coordinator, 425-564-2641, Office C227, and EEOC/504 Compliance Officer, 425-564-2178, Office R130.