

Step Two: Registration Complete!

What's Next?

Be informed

College in the High School (CiHS) is a dual credit program enabling students to earn college credits during high school. Grades will appear on both high school and Central Washington University transcripts. CiHS students can utilize college resources, including the library, online tutoring, and online advising services, just like any other CWU on-campus student, they also can provide feedback through an electronic Student Evaluation of Instruction (SEOI) at the end of each term.

Watch Your Mailbox

If you are registering for the first time, you will receive a username letter from CWU which contains your **Username and ID number**. You will receive this once. So, ***Keep this letter in a secure place for future reference.***

This information is your portal to everything related to your experience as a CWU student, and you must set up your [MyCWU](#) account online. Check on [CWU Username Letter](#) example for a step-by-step guide on how to set up your [MyCWU](#). Once it's all set up, familiarize yourself with the [MyCWU](#) website, especially your Student dashboard.

Log In & Use MyCWU

When you log in, you have access to permanent, official records:

- Your enrollment – check this to make sure you're signed up
- Check your grades
- Additional perks (library, tutoring, etc.)
- Confirm and update your contact information
- Order a transcript and start the credit transfer process
- Student Evaluations of Instruction

Additional Questions

However, you're still in high school! You have unique circumstances compared to on-campus students, and you most likely have questions. For additional information and support, students can see the online [Student Participation Guide](#) for more information about meeting prerequisites, testing, student responsibilities, etc.

High School Partnerships

400 E University Way • Ellensburg WA 98926-7431 • Office: 509-963-1351 • Fax: 509-963-1690

Hebeler Hall, Room 122 • Email: hspartnerships@cwu.edu

Web: www.cwu.edu/academics/specialized-programs/college-high-school/

EEO/AA/TITLE IX INSTITUTION • FOR ACCOMMODATION EMAIL: DS@CWU.EDU.



Central
Washington
University

As a university student, you have additional rights and responsibilities

Establish Your Role

University students manage their own accounts. The Family Educational Rights & Privacy Act ([FERPA](#)) mandates CWU to treat enrolled students as adults, discussing personal information exclusively with the student unless written permission is granted. You can opt to designate a parent/guardian as an "Authorized User" on your [MyCWU](#) account, allowing them to log in and access your account. They won't have access to academic records or other personal information unless you explicitly grant permission. To grant permission to your parent/guardian check on our [Assign Guest User](#) form, which can be found under Videos/Guides Forms for more information.

What If...

"I can't remember my CiHS.cwu.edu registration account login info" Please phone our office at (509) 963-1351. Do NOT start another account.

"I can't remember how to log in to MyCWU but I have my username and ID number" Check on [Changing Your MyCWU Password](#) for a step-by-step guide. This link will give you options for changing your password, recovering an account and more help. If you continue to experience issues, reach out to the IT Service Desk at (509) 963-2001.

"I didn't register but I was in the class and now I want that credit" If you didn't register during the start of the term, before the deadline, unfortunately you miss the opportunity. Students must register in the beginning of every class.

"I want/need to withdraw" If you leave a class, or want to withdraw from a class, ask your teacher to submit a withdrawal request. Withdrawing results in receiving a 'W' on your CWU transcript instead of a grade. No credits are earned, and there's no effect on your CWU GPA. CWU offers various academic support services, including tutoring, study groups, library access, and more for students facing challenges, and CiHS students can take advantage of these resources. Once the withdraw request is processed, check [MyCWU](#) unofficial transcript to conform the request was successfully processed.

"What do I need to do to prepare for college?" Tips, links, and additional content about preparing for college, transferring credits, and more for current CWU CiHS students and future Wildcats is found on our [Preparing For College Guide](#).

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