

Dear Student, High School Counselor or Principal,

If you have junior or senior students interested in registering for early enrollment classes, at \$25.00 per credit hour at Concord University, please forward these directions to them:

- Complete an application on the website at: <https://www.concord.edu/Admissions/Apply-Now.aspx> (Choose the Non-Degree option)
- Send a high school transcript and a letter of permission from the counselor or principal to: admissions@concord.edu or fax to 304-384-3218 or mail to: Concord University, Admissions Office, PO Box 1000, Athens, WV 24712-1000. If the student is home schooled, the transcript from the home school group and the guardian's permission should be emailed to admissions@concord.edu
- Contact Robin Farley at rfarley@concord.edu or call 304-384-5123 to enroll in classes, once you have applied and submitted the information above.

Please let me know if you have any questions.

Thank you,