LEWIS CLARK
STATE COLLEGE

Idaho SkillStack Credit Application

Students applying for transcription of SkillStack microcredentials offered at their high school must complete this application form. An official copy of your high school transcript must accompany this form. Only completed forms will be processed.

Submit form to Lewis-Clark State College Early College Programs: 208-792-2052 (fax) or https://lcsc.leapfile.net.

These credits may be claimed up to 2 years after completion of a course. To receive credit, you must be registered in Skillstack and receive the required badge/microcredential and be enrolled as a degree-seeking student at Lewis-Clark State College.

REQUIRED STUDENT INFORMATION

LEGAL LAST NAME	LEGAL FIRST NAME	MIDDLE	PREFERRED	BIRTH DATE (Required)	GENDER ☐ M ☐ F	SOCIAL SECURITY NUMBER (Required)

MAILING ADDRESS	CITY, STATE, ZIP	EMAIL	STUDENT PHONE NUMBER

HIGH SCHOOL

ETHNICITY (OPTIONAL)
ARE YOU HISPANIC? ☐ YES ☐ NO
SELECT ONE OR MORE OF THE FOLLOWING RACES
☐ AMERICAN INDIAN/ALASKAN NATIVE ☐ WHITE ☐ ASIAN ☐ BLACK/AFRICAN AMERICAN
☐ HAWAIIAN/OTHER PACIFIC ISLANDER ☐ INTERNATIONAL

U.S. CITIZENSHIP
☐ U.S. ☐ OTHER if other continue RESIDENT ALIEN?
YES ☐ NO ☐
If yes: Please attach a copy of Resident Alien card
If no: What type of VISA do you hold? _____

GRADE LEVEL

HIGH SCHOOL GRADUATION YEAR	ENROLLED LC STATE PROGRAM

COMPLETION TERM/YEAR	DEPT	COURSE #	TITLE	CREDITS
	Example: CITPT	275	Web Design I	3

Credits - $10 per credit x total credits = _____

SIGNATURES

I have read the information on the back of this form, including the deadlines and privacy laws, and I understand these courses will be recorded on my college transcript and that I am responsible for submitting payment with this application. Student and parent signatures signify receipt and acceptance of the policies noted on the second page of this form.

_____ _____
Student Signature   Date

_____ _____ _____ _____
Parent/Guardian/Appointee Name   Phone Number   Parent/Guardian/Appointee Signature   Date

Important Idaho SkillStack Information

1. This form serves only as an application for transcription of SkillStack microcredentials for Career & Technical Education degree-seeking students at LC State.
   • Credit transfer is determined by the receiving institution.
2. Students must be registered in Skillstack to be eligible for credit. To verify, contact your school counselor or log in at https://skillstack.idaho.gov/Account/Login.
3. Students must be enrolled as a degree-seeking student at LC State.
4. To apply to LC State to become a degree-seeking student, visit https://www.lcsc.edu/admissions/apply
5. Students requesting transcription of SkillStack microcredentials must pay $10 per credit.
6. Official college transcripts showing earned credits may be ordered at www.lcsc.edu/registrar.
7. Privacy Laws of Educational Records: Information Release

   Lewis-Clark State College is required by the Family Education Rights and Privacy Act (FERPA) to keep student records confidential. Without your express permission, we cannot share your student records with anyone but you (or appropriate college employees, high school counselors, or dual credit instructors). By signing this form you are allowing LCSC to disclose your academic and financial records to the parent/guardians noted on this form. Without your signature, your parents cannot contact the college on your behalf.
8. I hereby give permission for Lewis-Clark State College to release information regarding these classes, including grades, to my high school.

   Ways to pay for transcription:

   • Mail a check or money order to Lewis-Clark State College-Cashier, 500 8th Avenue, Lewiston, ID 83501
   • Call 208-792-2351 and pay by credit card or E-check.
   • Visit http://www.lcsc.edu/student-accounts/payment-options for more information.