

How to complete the ACE Online Application

- Begin your online application at **cgc.edu/ACE**
 - If you **do not** have an account with a Maricopa Community College, please make a **new account**.
 - If you already have an **MEID and password**, please go to **tinyurl.com/ACE-MEID** or follow the link on our website for students with an existing MEID and password. **Begin at Step 3.**

1. Select create a New Account

Log In

Sign in to complete the ACE Application form as requested by Maricopa County Community College District.

User Name or Email Address

Password

[Create New Account](#) Please use student's email address. [Forgot Your Password?](#)

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2. Create your account.

Create Account

Our enrollment process is fast, easy and secure. Once enrolled, you will immediately have convenient online access to complete required forms, view pending forms, and review your completed forms history.

Please complete all of the information below

Username *

Username restrictions:

- Must be at least 8 characters long
- Must contain at least one letter.

Password *

Confirm Password *

Password restrictions:

- Must be at least 8 characters long
- Must contain each of the character types below:
 - upper case letters
 - lower case letters
 - numbers
 - special characters: @ & \$

First Name *

Last Name *

Please use the **student applicant's** name, not the parent's name.

Email Address *

Confirm Email Address *

Please use personal email, **not** high school email.

Secret Question *

Secret Question Answer *

Create Account

You will need to verify your newly created account before accessing the application.

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3. Select College of Interest

Achieving a College Education

Select Your College Of Interest

*

Optional - Second College

Select the college for your application. To have it reviewed by a second campus, choose "Optional - Second College" and select a different campus.

4. Complete the Student Information, Address Information and Demographic Information

Student Information

First Name * Middle Name Last Name *
Preferred Name Date of Birth *

Address Information

Address *
City * State * Zip *

Student Phone Number * *

Add an additional phone number

Personal Email Address * *

Please use a personal email address. College emails may be block to your high school email account.

Add an additional email address

Note: First & Last Name and Personal Email address will already be filled out.

Demographic Information

Legal Sex *
Ethnicity *

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5. Complete the Education Information section

Educational Information

Career Goal *

High School Attending * Current Grade * -- Choose --

High School ID#

High School Credits Completed

High School Graduation Date

Junior High/Middle School Attended

What are your plans after high school graduation?
Apply to a: * -- Choose --

1st Choice:

2nd Choice:

Have you ever earned college credit? * -- Choose --

If you have earned college credits through Dual Enrollment please indicate in this section.

6. Complete the First Generation Information

First Generation Information

Are you a first-generation college student? (neither parent has completed a bachelor's degree or higher) * -- Choose --

You are considered a first generation college student if neither of your parents or guardians has completed a bachelor's degree (parent or guardian if only living with one).

Highest education level for Parent/Guardian #1 -- Choose --

Highest education level for Parent/Guardian #2 -- Choose --

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7. Complete Extracurricular Activities & ACE Program Family Participation

Extracurricular Activities

Are you currently working? * -- Choose --

Are you involved in other activities? * -- Choose --

ACE Program Family Participation

Have any family members participated in an ACE Program? * -- Choose --

How to complete the ACE Online Application Continued

- Out Of School Activities

Extracurricular Activities

Are you currently working? * Yes Where? *
Hours per week? *
Are you involved in other activities? * Yes
 Community Service
 Music
 Sports
 Other

If you are working or involved in other activities, please indicate in this section and provide the hours per week dedicated.

8. Complete Parent/Legal Guardian Information

Parent/Legal Guardian Information

First Name * Last Name *
Relationship to Student * -- Please Select -- Email Address *
Phone Number * Check this box if you do not have an email address
 State * -- Please Select -- Zip *

Student & Parent emails must differ

Student and parent phone numbers must differ.

Home? *
Please check those that apply. I live with...
 Both Parents One Parent Step Parent
 Guardian Foster/Group Home Spouse
 Other

List ALL the family members living in your home.

Please list ALL the family members living in your home

Name	Age	Relationship	Completed	Occupation
* <input type="text"/>	* <input type="text"/>	* -- Please Select -- <input type="text"/>	* <input type="text"/>	* <input type="text"/>

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9. Complete the Parent/Guardian Statement of Commitment



MARICOPA
COMMUNITY COLLEGES

Chandler-Gilbert | Estrella Mountain | GateWay | Glendale | Mesa
Paradise Valley | Phoenix | Rio Salado | Scottsdale | South Mountain

Parent/Guardian Statement of Commitment (does not apply to Rio Salado College Adult ACE Program candidates)

- * As a parent or legal guardian, I give permission for the student to enroll in course(s) in the ACE Program. I agree to notify the ACE Enrollment Office at the college of choice regarding changes in enrollment, including dropping, adding, or changing classes. Failure to pay will result in the student being automatically dropped from class(es) without notification.
- * I understand that the student will be establishing a college academic record and will be required to report such enrollment to future colleges or universities. He/she will be subject to the course requirements, grading standards and attendance requirements established by the instructor in the course syllabus. I further understand that the student will be subject to all of the requirements, policies, regulations, and deadlines defined in the College Catalog and Schedule of Classes.

The college learning environment encourages critical thinking and promotes the examination of contrasting perspectives of the world. This is an environment of adult interaction where students will be exposed to concepts, lectures, and materials that are designed for adults and adult audiences. At the college, there is unrestricted Internet access.

College/Course Expectations:

- Concurrently enrolled students establish a permanent college academic record and transcript that may be required by future colleges or universities. This permanent academic record may impact eligibility for future financial aid. It is also understood that the student will receive college credit for successfully completed course work.
 - Students are responsible to go online to their Student Center at maricopa.edu/students to obtain their college grades. Grades will not be mailed to the student's residence.
 - All students are expected to be in compliance with all current published college policies, rules, and regulations. Students are subject to the same course requirements, grading standards and attendance requirements established by the course instructor in the course syllabus.
 - Students **will** be treated like everyone else in the class.
 - Students **will** be held to the same expectations as any other student in the classroom and will be expected to follow the course syllabus.
 - The course content, delivery and assessments, **will not** be altered due to underage students enrolled in the course. Students may be exposed to adult language, discussion and/or themes in the classroom and on the college campus.
 - Students are responsible to communicate with the instructor if there are any questions or concerns.
 - Students are responsible to seek assistance for any special needs they have, such as disability services or tutoring.
 - Students interested in transferring their college credit back to their high school for high school credit are responsible for meeting with high school officials to gain approval prior to registering for college courses. High school/high school district determines whether a college course may be used for a high school credit.
 - **Course instructors bear no responsibility for underage students outside of the classroom. Parents are responsible for the students before and after class. Campuses are open and parents are responsible for the supervision of minors outside of the classroom.**
 - **Parent/legal guardian/student assumes responsibility and liability for the student.**
-
- * If my scholar is accepted into the ACE Program, I agree that my scholar will:
 - Take courses with college level competencies and content
 - Learn the importance of declaring a major or degree/transfer pathway
 - Be an official college student with all of the privileges and obligations of any other student enrolled at the college
 - Be responsible for requesting information regarding his/her academic progress and participating in ACE activities with family members
 - Be allowed to use college computers and internet services including email, which may permit my son or daughter to have greater access to internet sites than that authorized by the parent or guardian on their personal computers

How to complete the ACE Online Application Continued

* I also understand that:

- A parent or guardian must attend the initial ACE parent orientation as a condition of awarding the ACE tuition scholarship
- Transportation to and from the college is the responsibility of my ACE scholar and family
- The family will cover expenses (books, fees, supplies, etc) not covered by the ACE scholarship for my scholar's college classes each semester
- I must attend information sessions and other ACE events connected with the program
- The ACE scholarship will end for my scholar upon graduation from high school or if they are withdrawn from the program for any reason
- I agree to the exchange of academic information between the participating institutions and partners of the ACE Program
- My scholar is expected to enroll and attend a Maricopa Community College upon graduation from high school
- I agree that my scholar may use college computers and internet services including email, which may permit my scholar to have greater access to internet sites than that which I authorize on their personal computers
- All of the college credits taken in this program will count towards a degree at the Maricopa Community Colleges. Credits earned while in ACE will be evaluated by the transferring university for application to the selected degree. Some of these courses may be counted as electives.

* My scholar has my permission to attend Maricopa Community Colleges and take up to 6 credit hours (2 classes) during the summer and 3 credit hours (1 class) during the fall and spring semesters while the scholar is completing their junior and senior years in high school.

We expect the parent or legal guardian to check this box to consent.

* I approve the enrollment in any Maricopa Community College course until the student turns 18 years old. I also acknowledge that I have read the Maricopa Tuition and Fees Policy (Section 2.2.9) and the Maricopa Refund Policy (Section 2.2.10).

* I certify that I am the Parent/Legal Guardian submitting the form with the student.

Parent First Name * Parent Last Name *

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Click the **Next** button to continue

10. Complete the ACE Recommendation Form

- Provide the first and last names of your academic recommenders and their valid email addresses.
- We highly encourage applicants to ask at least 1 of their teachers as a recommender.
- Recommenders cannot be friends or family members.

ACE Recommendation Form

ACE Candidate Instructions

This form is to be completed by an adult not related to the ACE Program candidate such as a high school counselor, teacher, employer, coach, or pastor (at least one must be a current teacher).

- Ask your recommender if they can recommend you.
- Allow your recommender at least one week to complete the form.
- You will receive a confirmation email once your recommender completes the recommendation.

Please make sure that you have the correct email address for your recommender.

Recommendation #1 Name * Recommendation #1 Email *
Recommendation #2 Name * Recommendation #2 Email *

How to complete the ACE Online Application Continued

11. Complete your Personal Statement

Personal Statement

Tell us about yourself, your reasons for wanting to go to college, and how the ACE Program might help you with your plans. The answers you give in this section will help the selection committee decide who might benefit most from the college preparation activities of the ACE Program. Please make sure that you follow the instructions for answering the questions.

- Your statement must be **UPLOADED** or typed below and a minimum of 300 words
- **Personal Statement Question: How will participating in the ACE Program help you reach the goal you have set for yourself?**
- Be specific in your answer and take the time to read through this section. Include the following when crafting your essay:
 - Your future career, education, and personal goals, and why you are motivated to accomplish them
 - Any obstacle that may slow you down in reaching your goals
 - Why you believe that college is important to you
 - Your personal achievements
 - Challenges that you have overcome
 - A person, event, or endeavor that has significantly influenced your life while attending high school
 - How attending a Maricopa Community College would help you reach your dream
 - **INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED.**

Type Personal Statement Upload Personal Statement

High School Transcript

Please upload a copy of your Unofficial High School Transcript.

UPLOAD AND ATTACH your transcript file here: *

Please make sure all essay requirements are met.

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Click the [Next](#) button to continue

• Essay Options

Type Essay

You can type your essay directly in the text box. There is no word limit.

Type Personal Statement Upload Personal Statement

Type or Copy/Paste your personal statement *

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Type Essay

You can type your essay in a word document and upload it here.

Type Personal Statement Upload Personal Statement

UPLOAD AND ATTACH your personal statement file here: *

We encourage you to type your essay in a separate document and upload the file.

Please Refrain from utilizing Artificial Intelligence (AI). Any application suspected to be created or edited with AI may be dismissed

12. Submit your High School Transcript as a PDF

High School Transcript

Please upload a copy of your Unofficial High School Transcript.

UPLOAD AND ATTACH your transcript file here: *

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13. Complete the Talent Release

Talent Release

* -- Please Sel I authorize the Maricopa County Community College District, and those acting within its authority, to, at no charge:

- Record my participation, appearance or performance on video tape, audio tape, film, photograph or any other medium.
- Use my name, likeness, voice and biographical material in connection with these materials for educational and promotional purposes in any type of media.
- Copy the recording, in whole or in part and distribute it, including through podcasts on the Internet, solely for educational purposes by the Maricopa County Community College District, and those acting under its authority, as they deem appropriate.

How to complete the ACE Online Application Continued

14. Complete the Student Statement of Commitment

Student Statement of Commitment

* If I am accepted into the ACE Program, I commit to:

- Attending all classes as designated by my ACE Program
- Fulfilling all requirements as outlined in each class syllabus
- Being responsible for paying fees and purchasing required course textbooks each semester
- Being responsible for transportation to and from the college
- Taking, completing, and passing the mandatory courses
- Meeting with the ACE staff at least once a month
- Attending all ACE enrichment activities
- Consulting with the ACE staff regarding all schedule adjustments, absences, and withdrawals
- Enrolling and attending a Maricopa Community College upon graduation from high school
- Sharing information regarding my progress and activities within the ACE Program with my parents/guardians (minors only)

* I understand that I will be taking classes at the college while attending high school or Adult GED classes and that the first session is mandatory for new students. I will officially be a college student with all of the privileges and obligations of any other student at the college. Classes taken at the college will become a part of my permanent academic transcript with the college. If accepted, I agree to fully participate in all aspects of the ACE Program. I consent to participate in studies and surveys to help improve the program and agree to the exchange of academic information between participating institutions. I understand institutions will collect different types of information from my transcripts and related student educational records. The student data from ACE will be reported as a group and my information will not be identifiable. I also understand that I may decline to give consent without penalty to my status as an ACE Program candidate.

The benefit associated with ACE Program studies is that schools and colleges will have a better understanding of the impact of the ACE Program. There are no known risks associated with the studies.

My ACE scholarship will end once I have graduated from high school or discontinued the GED program before completion, or if I am withdrawn from the ACE Program for any reason.

15. Complete the Education and Record Release

Education and Record Release

In order for the **Maricopa ACE Programs** to meet the specific needs of our communities and to enhance their program elements, comprehensive student data needs to be collected and analyzed regularly. The compiled information is used for program evaluation, statistical reports required for funding proposals, and statistical analysis only. Individual student names, grades, test scores or other personal information WILL NOT BE disclosed to any party unassociated with the Maricopa ACE Programs, or not designated by the Maricopa ACE Programs management. Designated or associated parties include the Maricopa County Community College District ACE Programs, and potential program donors or other financial supporting/contributing organizations.

The Family Education Rights and Privacy Act (FERPA), also known as the Buckley Amendment of 1974, allows students attending an educational institution to control outside access to their education records. This federal law protects the privacy of student education records, both financial and academic. For the student's protection, FERPA limits the release of student education record information without explicit written consent from the student and/or a parent/guardian. All employees of the Maricopa ACE Program who work with student information receive FERPA training. Below is a list of the variety of education records that the Maricopa ACE Programs may need to obtain or view for statistical, educational verification, and/or program evaluation purposes. The verification includes, but is not limited to, requests of the following:

- Official high school and/or college transcripts
- Proficiency test information
- Special education record
- Withdrawal grades and hours (if student withdrew before the end of the term)
- Test scores
- Attendance
- Related educational student records
- High school student file

* In signing this form I have been informed of my rights in reference to the disclosure of education records and agree to the following:

- I hereby acknowledge that I have read and understand this statement, and hereby authorize Maricopa Community College's ACE Program, or any of its representatives, to obtain the information as described above.
- I acknowledge that I may submit a subsequent notification in writing, directing my high school or college of past or present attendance to no longer release information to any or all of the individuals/agencies noted.

How to complete the ACE Online Application Continued

16. Complete the Scholarship and Grant Options & Upload Supporting Documents as Applicable

Scholarship and Grant Options

Students accepted into the ACE Program will receive an ACE tuition Scholarship.

There are two types of scholarships available to ACE students:

- Maricopa Grant Scholarship
- Maricopa Community Colleges Foundation Scholarship

To determine your eligibility for funding, you must submit proof of lawful presence in the United States. Please provide **one** of the following documents:

1. An Arizona Driver's License issued after 1996 or an Arizona Non-operating Identification License or an Arizona Instruction Permit.
2. A birth certificate or delayed birth certificate issued in any state, territory, or possession of the United States (A hospital record/certificate is not acceptable. A certified abstract of birth with the official state seal and/or watermark is acceptable).
3. A United States Certificate of Birth Abroad.
4. A United States Passport.
5. A Foreign Passport with a United States Visa.
6. An 1-94 Form with a Photograph.
7. An appropriately designated United States Citizenship and Immigration Services Employment Authorization (Work Permit) or Refugee Travel Document [as listed on the Employee Authorization Document Chart]. (Additional documents may be required with an employee authorization card.)
8. A United States Permanent Resident Card.
9. A United States Certificate of Naturalization.
10. A United States Certification of Citizenship.
11. A Tribal Certificate of Indian Blood.
12. A Tribal or Bureau of Indian Affairs Affidavit of Birth.

* Tribal members*, the Elderly and "Persons with disabilities or incapacity of the Mind or Body," may submit certain types of documentation under section 1903 of the federal Social Security Act (42 United States Code 1396B, As Amended By Section 6036 of the Federal Deficit Reduction Act of 2005)**

*A Document issued by a federally recognized Indian Tribe Evidencing Membership or Enrollment in, or affiliation with, such tribe.

Are you able to provide one of the above documents?

-- Choose --

Submit proof of lawful presence to be considered for ACE scholarship funding.

FileUpload1  Attach File

Acknowledgements

* I understand that completion of the application of this application does not guarantee acceptance into the program or funding. Program acceptance and funding is subject to availability and eligibility criteria.

Student First Name * Student Last Name *

Parent First Name * Parent Last Name *

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How to complete the ACE Online Application Continued

- Applicable Documents include:
 - An Arizona Driver's License issued after 1996 or an Arizona Non-operating Identification License or an Arizona Instruction Permit.
 - A birth certificate or delayed birth certificate issued in any state, territory, or possession of the United States (A hospital record/certificate is not acceptable. A certified abstract of birth with the official state seal and/or watermark is acceptable).
 - A United States Certificate of Birth Abroad.
 - A United States Passport.
 - A Foreign Passport with a United States Visa.
 - An 1-94 Form with a Photograph.
 - An appropriately designated United States Citizenship and Immigration Services Employment Authorization (Work Permit) or Refugee Travel Document [as listed on the Employee Authorization Document Chart]. (Additional documents may be required with an employee authorization card.)
 - A United States Permanent Resident Card.
 - A United States Certificate of Naturalization.
 - A United States Certification of Citizenship.
 - A Tribal Certificate of Indian Blood.
 - A Tribal or Bureau of Indian Affairs Affidavit of Birth.

 - * Tribal members*, the Elderly and "Persons with disabilities or incapacity of the Mind or Body," may submit certain types of documentation under section 1903 of the federal Social Security Act (42 United States Code 1396B, As Amended By Section 6036 of the Federal Deficit Reduction Act of 2005)**

 - *A Document issued by a federally recognized Indian Tribe Evidencing Membership or Enrollment in, or affiliation with, such tribe.

If an applicant is unable to provide any of the documents listed above, please select 'No' and do not upload any files.

How to complete the ACE Online Application Continued

17. Provide your Electronic Signature

Electronic Signature

Please read the [Disclosure / Consent](#) before you sign your form electronically.

Typing your name exactly as it appears below signifies you are completing this form using an electronic signature. By signing electronically, you are certifying that you have read and understand the Disclosure/Consent and agree to electronically sign. You also agree to receive required disclosures or other communications related to this transaction electronically.

To continue with the electronic signature process, please enter your first name in the first field, and your last name in the second field. Your name must match the names displayed in the dialog. Next, click the "Sign Electronically" button to save your information and submit your electronic signature.

██████████ ██████████

Deadline:

December 15, 2025