

**NUMBERED MEMO CC26-017**

**TO:** Chief Academic Officers, Senior Workforce Administrators, and Career and College Promise Directors

**FROM:** Aaron Mabe, State Director of Dual Enrollment

**SUBJECT:** WCE Career and College Promise (CCP) Updated Application Procedures

**DATE:** April 16, 2026

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Beginning in Fall 2026, the North Carolina Community College System will launch a revised process for the approval of Workforce Continuing Education (WCE) Career and College Promise (CCP) pathways. The updated application process is designed to: (1) align WCE procedures with the review and approval framework currently used for CCP curriculum pathways, (2) eliminate all previously required signatures, and (3) facilitate the transition to the new ERP system. The updated WCE CCP Pathway Form is available here: <https://forms.office.com/r/WMvE1ZjC3W>

As part of the ERP transition, all WCE CCP pathways must now use this form to ensure accurate reporting, while broadening the System Office support as well as aligning CE/CU alignment. Pathway form submissions will be reviewed and approved on a weekly basis. The form is required only for new pathways or modifications for previously approved pathways.

Please note the following updates:

- **Workforce-CE Pathways are no longer high school specific.** Pathway applications will be approved and applicable to any qualified CCP student the college serves. Additionally, all previously approved WCE CCP pathways, including public schools, are now open to any qualified CCP student, grades 9-12<sup>th</sup>.
- **Colleges and K-12 Partners:** Colleges will be responsible for working with their secondary partners to ensure proper course alignment, access to the instructional spaces and materials, as well as the awarding of credit.
- **Student Eligibility:** [Session Law 2025-56](#) expands access to Workforce Continuing

Education CCP pathways for 9<sup>th</sup> and 10<sup>th</sup> grade students. Community colleges are responsible for verifying students meet the initial and ongoing eligibility requirements for participation, in accordance with the [CCP Operating Procedures](#)..

- **Local Memorandum of Understanding (MOU):** Public school units and colleges are encouraged to include Workforce Continuing Education Pathway offerings and related operational processes in local agreements. Structured pathways should avoid duplicative efforts with local CTE programs and be implemented in a manner consistent with the State Board of Education Policy [CACP-000](#).
- For qualified CCP students enrolled in WCE programs, **1D SBCC 300.4(c)** provides guidance that minors aged 16 and 17 may not displace adult students.

**Applicability:** This policy applies to all qualified North Carolina high school students enrolled in a public, private school, charter school, or homeschools - effective Fall 2026

We trust that this change will simplify and expedite the process of offering WCE courses to high school students while continuing to ensure the quality and integrity of the program. For further clarification or questions, please contact Aaron Mabe, State Director of Dual Enrollment at [mabea@nccommunitycolleges.edu](mailto:mabea@nccommunitycolleges.edu) or Dr. Andrew Gardner, Associate Vice President for Workforce Strategies at [gardnera@nccommunitycolleges.edu](mailto:gardnera@nccommunitycolleges.edu)

Thank you for your continued dedication to student success and workforce development.

- c: Dr. Brian Merritt, Senior Vice President and Chief Academic Officer  
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