College in High School

6 Steps to Student Registration

Create your account at aspire.pitt.edu

Registration opens on August 25

Apply Aug 25 – Sept 16

Please carefully review these instructions with your teacher and a parent or guardian:

Step 1: Tell Us a Little about Yourself

If you already have an Aspire account, **do not create a new one (use your existing account)**

To enroll, go to aspire.pitt.edu:
- You will need a personal email address that can accept email from outside your school (like a Gmail account)
- You will also need:
  - your parent's email (DOUBLECHECK then TRIPLE-CHECK you have it correctly entered)
  - home address
  - your birthdate
  - phone numbers for you & your parent/s

Step 2: Apply for Classes

Choose from the courses offered at your school. If you change your mind, you must drop the Pitt credit in Aspire before payment is made or by October 1

Step 3: Sign the Application Form

Read the agreement then use the mouse to sign the form

Step 4: Parent Permission

Have your parent sign online if they are nearby, or use Aspire to email them a link to sign the form electronically

Step 5: Teacher Approval

Using Aspire, your teacher will approve you to take the course

Step 6: Watch for an Email from CHS with Payment Instructions

On September 20, an email will be sent to your parents with a link for payment. Follow the link to pay for the course online. All courses must be paid for between September 21 and October 1. **You will not be registered for the course credit/s unless payment is received by October 1.**

Need help? Call Pitt CHS at 412-624-6828