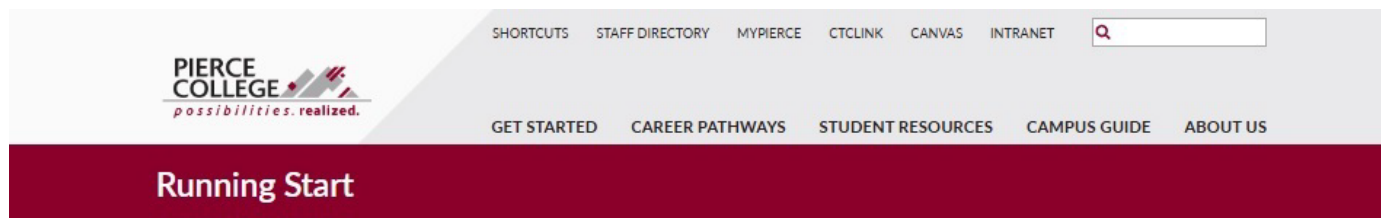


# STEP 1

# RUNNING START ENROLLMENT VERIFICATION FORM

**Step 1:** Visit the Running Start webpage (<https://www.pierce.ctc.edu/running-start>) and self-enroll in the EVF Submission Canvas course for the academic year.



## What Is Running Start?

Running Start is a statewide college program for academically qualified juniors and senior high school students to enroll in courses to fulfill high school graduation requirements and earn college credit. Students may enroll simultaneously in high school and college classes, or solely in college classes. College tuition for eligible classes is covered through Running Start.

Running Start is available during the fall, winter, spring, and, under certain limitations, summer terms.

High school graduation requirements are established by each school district. Students should check with their high school counselor to confirm the courses and number of credits required in order to graduate.

Most Running Start Students are responsible for books and fees. See the [Running Start FAQs](#) for more information.

## Running Start Checklist

Review these four important steps and set yourself up for success!

### 1. Submit Your Enrollment Verification Form (EVF)\*

All sections must be completed by you and your high school counselor. Leaving any section blank will delay the processing of your EVF. Your complete EVF must include:

- Your signature
- High school counselor signature
- Parent/Guardian signature

You will need to submit a separate completed and signed EVF in the EVF submission Canvas course for each term you plan to attend. EVFs will not be accepted and processed in any other way. After submitting, be sure to check back for the status of your submission. If it is marked as "complete", you are done. If it is marked as "incomplete", please read the notes about what needs to be corrected for a re-submission.

We want to remind all Running Start students, regardless of where the course is offered, if you enroll in more credits than approved on your EVF, you will be responsible for the additional tuition and fees.

- [EVF Submission Canvas Course for the 2024-2025 Academic Year](#) - Self-enroll in this course and then upload your document to the appropriate term

\* If you are a Running Start student who attends high school in the Puyallup School District (Puyallup HS, Rogers HS, Emerald Ridge HS, Walker HS, Puyallup Digital Learning, Homeschool), you do not need to submit an EVF for fall, winter and spring terms. Your enrollment information is instead provided to us by your high school

## Related Pages

[Home - Running Start](#)  
[Get Started](#)  
[Frequently Asked Questions](#)  
[Forms](#)  
[High School Equivalency Guides](#)  
[Running Start Students](#)  
[Parents and Guardians](#)  
[High School Counselors](#)  
[Homeschool Information](#)

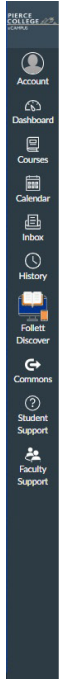
## Contact Us

Email [runningstart@pierce.ctc.edu](mailto:runningstart@pierce.ctc.edu)  
for questions or program  
information.

# STEP 2

## ***RUNNING START*** ENROLLMENT VERIFICATION FORM

**Step 2:** Click on Go to the Course



Enroll in Running Start EVF Submission 2024-25

You are already enrolled in Running Start EVF Submission 2024-25.

Go to your Dashboard [Go to the Course](#)

# STEP 3

## RUNNING START ENROLLMENT VERIFICATION FORM

**Step 3:** Click on the assignment for the appropriate term that an EVF is being submitted for.

This can be done in two ways:

- Clicking on the assignment from the To Do list on the right
- Clicking on the Assignment option from the menu to the left

Note: instructions for EVF submission are provided in the area under the heading labeled Welcome to the EVF Submission Tool!

Running Start EVF Submission 2024-25

Home

Running Start EVF Submission 2024-25

Your Journey BEGINS HERE

PIERCE COLLEGE possibilities. realized.

Welcome to the EVF Submission Tool!

Please submit your fully completed and signed EVF by clicking "Assignments" on the menu to the left and then uploading your document to the appropriate college term. Be sure to check back for the status of your submission. If it is marked as "complete," your EVF is approved and you are done. If it is marked as "incomplete," please read the notes about what needs to be corrected for a re-submission. (Submitted does not mean approved.)

A fully completed and approved EVF serves as your Running Start tuition payment. If your EVF has not been approved, then your account cannot be adjusted.

If submitting your EVF after the due date, there is a risk of being dropped from classes. If this occurs, you will need to make sure to re-enroll in classes.

To Do

- SPRING 2025 EVF Submission
- SUMMER 2025 EVF Submission

This image shows the screen that is displayed when clicking the Assignments button from the menu to the left. Once here, click the appropriate college term that the EVF is being submitted for.

Running Start EVF Submission 2024-25 > Assignments

Home

Assignments

Search...

SHOW BY DATE SHOW BY TYPE

Upcoming Assignments

- WINTER 2025 EVF Submission
- SPRING 2025 EVF Submission
- SUMMER 2025 EVF Submission

Undated Assignments

- SUMMER 2024 EVF or After Exit form Submission
- FALL 2024 EVF Submission

# ***RUNNING START***

## **ENROLLMENT VERIFICATION FORM**

**Step 4:** Choose the document that needs to be uploaded  
Instructions for EVF submission are again outlined here.

Running Start EVF Submission 2024-25 > Assignments
Immersive Reader

---

Account  
Dashboard  
Courses  
Calendar  
Inbox  
History  
Follett Discover  
Student Support

[Home](#)

**Assignments**

[Announcements](#)

[Office 365](#)

[Smart Search](#)

[myBusinessCourse LTI 1.3](#)

[Library Research](#)

[Panopto Recordings](#)

## SPRING 2025 EVF Submission

Due: Tue Mar 4, 2025 11:59pm

Attempt 1

In Progress

NEXT UP: Submit Assignment

Add Comment

Unlimited Attempts Allowed

Available: Oct 1, 2024 12:00am until May 30, 2025 11:59pm

Details

Please submit your Spring 2025 Enrollment Verification Form (EVF) here. In order to do so, click the "Start Assignment" button and upload your file.

We strongly advise that you keep an eye on the status of your submission in case further attention is needed and comments are provided. Your submission will be marked as complete or incomplete as it is reviewed. **Complete** means your form is good to go and will be processed. **Incomplete** means your form needs attention and cannot be processed. You will need to resubmit your EVF.

Choose a submission type

Upload

More

Drag a file here, or

Choose a file to upload

or

Webcam Photo

Canvas Files

< Previous
Submit Assignment
Next >

# STEP 5

## RUNNING START ENROLLMENT VERIFICATION FORM

**Step 5:** Once a file is chosen, the file name is displayed. Upload the document by clicking Submit Assignment at the bottom of the page.

Running Start EVF Submission 2024-25 > Assignments

Immersive Reader

Home

Account

Dashboard

Courses

Calendar

Inbox

History

Falsett Discover

Student Support

Assignments

Announcements

Office 365

Smart Search

myBusinessCourse

LTI 1.3

Library Research

Panopto Recordings

SPRING 2025 EVF Submission

Due: Tue Mar 4, 2025 11:59pm

Attempt 1

In Progress

NEXT UP: Submit Assignment

Add Comment

Unlimited Attempts Allowed

Available: Oct 1, 2024 12:00am until May 30, 2025 11:59pm

Details

Please submit your Spring 2025 Enrollment Verification Form (EVF) here. In order to do so, click the "Start Assignment" button and upload your file.

We strongly advise that you keep an eye on the status of your submission in case further attention is needed and comments are provided. Your submission will be marked as complete or incomplete as it is reviewed. **Complete** means your form is good to go and will be processed. **Incomplete** means your form needs attention and cannot be processed. You will need to resubmit your EVF.

Choose a submission type

Upload

More

File Name

Test.docx

Drag a file here, or  
Choose a file to upload

Webcam Photo

Canvas Files

Submit Assignment

Next >

It may take a few seconds or a few minutes for the file to upload fully.  A wheel will display.

Once the document is uploaded, an image of the document will be displayed. Near the top of the screen, it will say, "NEXT UP: Review Feedback." This is the state of the submission until it gets reviewed.

Running Start EVF Submission 2024-25 > Assignments

Immersive Reader

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Falsett Discover

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Announcements

Office 365

Smart Search

myBusinessCourse

LTI 1.3

Library Research

Panopto Recordings

SPRING 2025 EVF Submission

Due: Tue Mar 4, 2025 11:59pm

Attempt 1

Submitted on Oct 31, 2024 11:02am

NEXT UP: Review Feedback

Add Comment

Attempt 1 Score: N/A

Unlimited Attempts Allowed

Available: Oct 1, 2024 12:00am until May 30, 2025 11:59pm

Details

Please submit your Spring 2025 Enrollment Verification Form (EVF) here. In order to do so, click the "Start Assignment" button and upload your file.

We strongly advise that you keep an eye on the status of your submission in case further attention is needed and comments are provided. Your submission will be marked as complete or incomplete as it is reviewed. **Complete** means your form is good to go and will be processed. **Incomplete** means your form needs attention and cannot be processed. You will need to resubmit your EVF.

Test

Previous

New Attempt

Next >



# STEP 6

## RUNNING START ENROLLMENT VERIFICATION FORM

### Step 6: Check for updates

A student can check the status of their submission by visiting through the Assignments button as noted earlier or under the Recent Feedback list on the right side of the page. (It will only display under the Recent Feedback list if it has been reviewed.)

Once reviewed, the submission will be marked as complete or incomplete. If the EVF is marked complete, no further action is needed.

Running Start EVF Submission 2024-25

Home

Running Start EVF Submission 2024-25

**Your Journey BEGINS HERE**

PIERCE COLLEGE  
possibilities. realized.

Welcome to the EVF Submission Tool!

Please submit your fully completed and signed EVF by clicking "Assignments" on the menu to the left and then uploading your document to the appropriate college term. Be sure to check back for the status of your submission. If it is marked as "complete," your EVF is approved and you are done. If it is marked as "incomplete," please read the notes about what needs to be corrected for a re-submission. (Submitted does not mean approved.)

A fully completed and approved EVF serves as your Running Start tuition payment. If your EVF has not been approved, then your account cannot be adjusted.

If submitting your EVF after the due date, there is a risk of being dropped from classes. If this occurs, you will need to make sure to re-enroll in classes.

Recent Feedback

- ✓ WINTER 2025 EVF Submission Complete
- ✓ **SPRING 2025 EVF Submission Complete**

Image of a completed EVF from the view of looking at the assignment submission details.

Running Start EVF Submission 2024-25 > Assignments

SPRING 2025 EVF Submission  
Due: Tue Mar 4, 2025 11:59pm

Attempt 1 Review Feedback SUBMITTED: Oct 31, 2024 11:02am

Unlimited Attempts Allowed  
Available: Oct 1, 2024 12:00am until May 30, 2025 11:59pm

Details

Please submit your Spring 2025 Enrollment Verification Form (EVF) here. In order to do so, click the "Start Assignment" button and upload your file.

We strongly advise that you keep an eye on the status of your submission in case further attention is needed and comments are provided. Your submission will be marked as complete or incomplete as it is reviewed. **Complete** means your form is good to go and will be processed. **Incomplete** means your form needs attention and cannot be processed. You will need to resubmit your EVF.

Complete

Attempt 1 Score: Complete Add Comment  
Anonymous Grading: no

# STEP 6

## RUNNING START ENROLLMENT VERIFICATION FORM

If an EVF is marked incomplete, this status as well as a comment will be displayed under the Recent Feedback list.

Running Start EVF Submission 2024-25

**Your Journey BEGINS HERE**

**PIERCE COLLEGE**  
possibilities. realized.

Welcome to the EVF Submission Tool!

Please submit your fully completed and signed EVF by clicking "Assignments" on the menu to the left and then uploading your document to the appropriate college term. Be sure to check back for the status of your submission. If it is marked as "complete," your EVF is approved and you are done. If it is marked as "incomplete," please read the notes about what needs to be corrected for a re-submission. (*Submitted does not mean approved.*)

A fully completed and approved EVF serves as your Running Start tuition payment. If your EVF has not been approved, then your account cannot be adjusted.

If submitting your EVF after the due date, there is a risk of being dropped from classes. If this occurs, you will need to make sure to re-enroll in classes.

Recent Feedback

- ✓ SPRING 2025 EVF Submission  
Incomplete  
"There is where we provide information regarding areas needing attention."
- ✓ WINTER 2025 EVF Submission  
Complete  
"Test"

By viewing the submission details page, an incomplete submission will have a View Feedback button where a student can read the comment regarding the incomplete status.

Running Start EVF Submission 2024-25 > Assignments

SPRING 2025 EVF Submission  
Due: Tue Mar 4, 2025 11:59pm

Attempt 1 Review Feedback SUBMITTED: Oct 31, 2024 11:02am

Unlimited Attempts Allowed  
Available: Oct 1, 2024 12:00am until May 30, 2025 11:59pm

Details

Please submit your Spring 2025 Enrollment Verification Form (EVF) here. In order to do so, click the "Start Assignment" button and upload your file.

We strongly advise that you keep an eye on the status of your submission in case further attention is needed and comments are provided. Your submission will be marked as complete or incomplete as it is reviewed. **Complete** means your form is good to go and will be processed. **Incomplete** means your form needs attention and cannot be processed. You will need to resubmit your EVF.

Attempt 1 Score: Incomplete View Feedback  
Anonymous Grading: no

Test

Previous New Attempt Next