

COLLEGE CREDIT PLUS PROGRAM

ELIGIBILITY

Your child must be a bona fide seventh grader, eighth grader, freshman, sophomore, junior, or senior for the year in which participation is sought. Your child must meet the standards for admission, enrollment, and course placement. In addition, your child must be remediation-free in one of the assessments established under R.C. 3345.061(F) (i.e., uniform statewide standards in mathematics, science, reading, and writing established by college presidents). If your child scores within one standard error of measurement below the remediation-free threshold for one of those assessments, s/he will be considered to have met this requirement if s/he also either:

- (1) Has a cumulative high school grade point average of at least 3.0. (If your child is seeking to participate in seventh or eighth grade, s/he must have an equivalent cumulative grade point average in the applicable grade levels.)
- (2) Receives a recommendation from a school counselor, Principal, or career-technical program advisor.

The college to which the student applies pays for one assessment to determine eligibility. Any additional assessments to determine eligibility are the student's financial responsibility.

A student who has been expelled by this Board is ineligible to enroll during the period of expulsion. The Board () shall () may deny high school credit for College Credit Plus courses any portion of which are taken during the period of a student's expulsion. If the student has elected to receive both high school and college credit that election is automatically revoked for all college courses in which the student enrolled during the college term in which the expulsion is imposed.

The institutions of higher education to which the College Credit Plus program applies are: both public colleges as defined in R.C. 3365.01 and participating private colleges as defined in R.C. 3365.01.

OPTIONS

Your child will be able to elect to take courses for college credit only or for both high school and college credit.

A student may not enroll in courses to receive credit toward high school graduation for more than the equivalent of:

- A. four (4) academic school years, if the student so enrolls for the first time in grade nine;
- B. three (3) academic school years, if the student so enrolls for the first time in grade ten;
- C. two (2) academic school years, if the student so enrolls for the first time in grade eleven;

- D. one (1) academic school year, if the student so enrolls for the first time in grade twelve.

ENROLLMENT

By April 1st of each year, you and your child must complete and submit the Letter of Intent to Participate in College Credit Plus Form 2271 F1 to the Principal which signifies student's intent to participate in the program for the following school year. Prior to completing this form, you and your child must participate in the special counseling sessions described below and confirm receipt of these counseling services by signing the Statement of Responsibility Form 2271 F7.

Failure to meet this deadline shall exclude your child from the program for that school year unless written consent is granted by the Principal and the Principal notifies the Department of Education of the student's intent to participate within ten (10) days of the date the student seeks consent. If the Principal does not grant consent, the student may appeal the Principal's decision to the Superintendent. The decision of the Superintendent is final. Participation may be withdrawn by you or your child at any time upon written notification to the high school administration.

Your child must identify the appropriate credit option prior to the start of the first class session of the fall quarter or semester at the college. Once the first class session of the fall term has been held, s/he may not change the option selected during the period of that school year, regardless of the number of courses taken.

COUNSELING SERVICES

You and your child must participate in the following counseling services provided by the District counselors:

Program Eligibility and Credit Options

A. Potential Risks and Consequences

Among the potential risks of participation the student must be willing to accept are:

1. increased student responsibility for learning because of less instructional guidance;
2. reduced opportunities to participate in high school co-curricular and extra-curricular activities;
3. increased financial obligations for tuition, books, materials, and fees, if college credit is sought;
4. potential loss of after-school employment opportunities;
5. possible effect on grade point average and class standing;
6. possible delay of graduation;

7. increased time for needed travel, study, etc.

B. Potential benefits are:

1. expanded curriculum offerings;
2. opportunities to study in more depth those areas of special interest or need;
3. opportunities to earn college credits while still in high school;
4. opportunities for financial support for taking college courses while still in high school;
5. opportunities to experience college level work and life prior to making final decisions about whether and/or where to attend college.

C. College Acceptance and Scheduling

Participation is contingent upon admission to the college or university. The District will assist your child in gaining admission by providing transcripts and other related documents but will accept no responsibility if s/he is not accepted by the college or university. Your child, if awaiting acceptance, should register for District classes as if s/he were not participating in the program. Schedule changes will then be made prior to the start of each semester if your child receives notice of admission which must be provided by the college, in writing, to your child, the District, and the Department of Education within ten (10) days of acceptance.

D. Participating Institutions of Higher Education

The District will maintain a list of all institutions of higher education that currently participate in the program.

If your child withdraws from the college class for high school credit within the first two (2) weeks of the college course, s/he will be re-enrolled in the high school classes that were previously dropped.

Reasonable efforts will be made in scheduling to accommodate the needs of your child when leaving the high school campus in order to participate in this program. However, scheduling conflicts are not the responsibility of the District. Revising the master schedule and/or unduly overloading classes are not required in order to accommodate schedule requests.

FINANCIAL ARRANGEMENTS

If your child elects to take the college course for college credit only, you will have the financial responsibility for tuition, textbooks, materials, and fees. The District accepts no financial responsibility for those parents who will be paying for tuition, fees, or textbooks. Those arrangements are between the college and you and your child.

You and your child assume no financial obligations if s/he elects to take the college course for both college and high school credit. Tuition, textbooks, materials, and fees are assumed by the District. Should your child fail to complete a course taken for credit (whether through a formal "class drop" process or through nonattendance reasons other than those normally accepted by the school administration) any and all financial obligations assumed by the District will default to you and your child.

Unless your child was expelled by the school, the Superintendent or chief administrator will not seek reimbursement from you and your child if you child is identified as economically disadvantaged according to rules adopted by the Department of Education and AG 2271.

PROCESS FOR GRANTING ACADEMIC CREDITS

When your child has elected to receive high school credit for college courses, credit will be awarded for successful completion of courses in accordance with the following:

- A. The Principal shall require your child to submit a course syllabus or detailed description of each college course taken so that a comparison can be made with existing high school courses.
- B. If the Principal determines that the college course is comparable to one offered by the high school, the equivalent high school credit shall be granted.
- C. If the Principal determines that the college course is not comparable to one offered by the high school, credit shall be granted in a subject area similar to that taken by the student at the college.
- D. In the event you and your child contest the credit, the Superintendent shall determine the appropriate credit. The Superintendent's decision may be appealed to the Ohio Department of Education, whose decision in the matter shall be final and binding.
- E. If your child enrolls in a college course for both high school and college credit, s/he will receive on their high school transcript the grade issued by the college. While the course will be clearly designated on transcripts as a college course taken for high school credit, the grade will be computed in the grade point average as if issued by the high school faculty.
- F. If a student is expelled from the District schools, the Principal **() shall () may** deny high school credit for any postsecondary courses taken during the expulsion.
- G. If a college withdraws its acceptance of an expelled student who elected to take courses for high school credit only, the District shall not award high school credit for the college course in which the student was enrolled at the time the college withdrew its acceptance.

- H. The policy for awarding grades and the calculation of class standing for College Credit Plus courses shall not disadvantage students who choose to participate in the College Credit Plus program rather than in other advanced standing programs. All courses within the same academic subject area will provide the same value for all advanced standing courses, including College Credit Plus, advanced placement, international baccalaureate, and honor courses.

CRITERIA FOR TRANSPORTATION AID

You will be responsible for your child's transportation to and from home and the college or to and from the District school and the college.

If the District provides transportation to its students in grades 11 and 12, you may apply to the Board for full or partial reimbursement for the necessary costs of transporting your child between the secondary school he/she attends and the college or university in which he/she is enrolled.

AVAILABLE STUDENT SERVICES

Your child will be entitled to all student services provided to any other of the District's students (counseling, health, etc.). However, these services will be provided only while your child is on the school campus and only upon request. It is also your child's responsibility to keep himself/herself informed of academic and other requirements for all students who attend the high school.

CONSEQUENCES OF FAILING OR NOT COMPLETING A COURSE

If your child withdraws from the college course within the first two (2) weeks of the course, s/he will be rescheduled for the appropriate District courses and no record of the college course will appear on the transcript. However, if your child withdraws from the college course after two (2) weeks of classes, the course will appear on the transcript and will carry a grade of Withdrawn/Failing, which will be computed in the same manner as a failing grade on the high school transcript.

Any course taken for high school credit at a college or university and completed (or recorded as Withdrawn/Failing) will be clearly identified on the transcript along with the name of the college where the work was undertaken.

EFFECT ON COMPLETION OF GRADUATION REQUIREMENTS

Your child may use college courses for credit toward high school graduation. However, it is your and your child's responsibility to be sure that the courses undertaken will meet graduation requirements. Upon acceptance by the college, your child should schedule an appointment with a high school counselor to develop a written schedule showing courses to be taken at the high school and at the college as well as all graduation requirements remaining to be met. No high school graduation requirements shall be waived for any student as a result of participation in this program.

ACADEMIC AND SOCIAL RESPONSIBILITIES OF YOUR CHILD

When attending either regular classes or co-curricular/extra-curricular activities at the high school, your child will be expected to abide by all District policies and the Student Code of Conduct. You and your child assume all responsibility and liability related to attendance at a college and must agree to hold harmless the Board of Education, the administration, and the staff for any incidents arising out of participation in this program.

Your child must meet all requirements and standards established by the college and assume responsibility for attendance and behavior.

INFORMATION AND ENCOURAGEMENT TO USE COLLEGE COUNSELING SERVICES

The school counselors, during the individual counseling sessions, shall make available any information provided by the college concerning its counseling services. In addition, counselors will encourage your child to utilize counseling services available at the college to better ensure successful completion of the college courses.

GRADE POINT COMPUTATION AND REPORTING OF GRADES

For those college courses taken for high school credit, the grade for that course will be computed at the end of the next regular grading period at the high school following the receipt of an official transcript from the college. All grades to be entered on the high school transcript must be taken from an official transcript from the college. Should there be an urgent need for a letter grade, notification on official letterhead from the college instructor advising of the grade will be accepted to verify the grade.

ELIGIBILITY FOR CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

Participation in co-curricular and extra-curricular activities may be affected if courses are taken for high school credit. Your child will be provided Form 2271 F2 and asked to have their instructor to fill it out. This form should be submitted () **weekly** () **bi-weekly** prior to the close of high school classes each semester. Eligibility will be checked at the end of each college quarter or semester. A failing grade will result in an ineligibility for the next full school semester.

8/5/15
12/17