



Gallia Academy High School



College Credit Plus Contract

Student _____ ID# _____

Student Cell _____ Student Email _____

Parent name _____ Parent Phone _____

Parent Email _____

Date Submitted to Guidance _____

Procedure

1. Parent/Student must **complete this CCP Intent to Participate Contract**. Parents and students must initial each section (A-P) on the contract and provide signatures where indicated. The contract must be returned to the Gallia Academy High School Guidance Office by April 1 for the student to be considered for eligibility to participate in CCP.
2. Students must **apply to the college or university** under their College Credit Plus program and follow all admission requirements by their deadlines. It is the responsibility of the students to send or deliver all required admission documents to the college or university. The student must be accepted to the college or university under the College Credit Plus program.
3. If admitted into the College Credit Plus program, students must **meet with the college advisor and then with their middle school or high school counselor** to finalize their College Credit Plus plans and high school or middle school schedule. Please note that middle school and high school counselors are only available for a limited number of days before and after the school year. Please schedule an appointment with them BEFORE summer break. Gallipolis City Schools will not overload courses to accommodate CCP coursework.

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- Approved
- Not Approved

\_\_\_\_\_ Superintendent's Signature

\_\_\_\_\_ Date

## Intent to Participate: Terms & Agreements

**Parents AND Students: please initial next to each section A-P below, indicating that you have read and agree with these terms and procedures outlining the risks and responsibilities of participation in the College Credit Plus Program.**

Student Initials/Parent Initials

**A. \_\_\_\_ / \_\_\_\_ BACKGROUND:**

College Credit Plus replaces Ohio's Postsecondary Enrollment Options program (PSEO) and all alternative dual enrollment programs previously governed by the Ohio Revised Code Chapter 3365. Qualified students in grades 7, 8, 9, 10, 11, and 12 may enroll at a public or private college on a part-time or full-time basis to complete college courses for high school and college credit.

**B. \_\_\_\_ / \_\_\_\_ NOTIFICATION DATES**

Prior to *February 15* of each year, school districts must provide information concerning the program to all students enrolled in grades 6, 7, 8, 9, 10, and 11. **By April 1<sup>st</sup> of each year, students must inform their district of their intention to enroll in the program in the summer and/or in the following year by submitting a CCP Contract.** Failure to submit the forms in a timely manner will eliminate the student's eligibility for this program except with permission of the superintendent.

**C. \_\_\_\_ / \_\_\_\_ POTENTIAL BENEFITS:**

- Supplements the high school experience
- Expands the curriculum available to students
- Provides opportunities for "in-depth" study of those areas of special interest or need
- Allows students to earn college credit while in high school
- Allows students to experience college-level work/life prior to making final decisions about post-secondary education plans

**D. \_\_\_\_ / \_\_\_\_ POTENTIAL RISKS AND CONSEQUENCES:**

- Increases responsibility for learning
- Reduces opportunities for participation in high school activities
- Increases family financial obligations for education (i.e. tuition, fees, books, materials, inability to work)
- Affects GPA
- Increases time for travel to and from the college, increases study requirements for college level courses, etc.
- Increases potential for social discomfort
- FERPA – restricts parent contact in college courses regardless of setting. A student in a college course bears full responsibility for academic performance, information, and learning.
- Participation could affect financial aid eligibility.

**E. \_\_\_\_ / \_\_\_\_ PROGRAM ELIGIBILITY:**

Student must be accepted by the colleges. **(Each institution will have its own admission criteria.)** Student must take the equivalent of 5 credits at Gallia Academy High School to maintain eligibility. If a student is only taking classes through the college, then a minimum of **12 hours must be carried each semester.**

## Student Initials/Parent Initials

**F. \_\_\_\_ / \_\_\_\_ PROCESS FOR GRANTING CREDIT:**

College Credit Plus requires two fundamental conditions:

1. The student must be enrolled in both college and high school.
2. The student will earn transcribed college and high school credit upon successful completion of the course.

High school credit will be awarded toward both the graduation and subject area requirements of the district. All courses taken for high school credit will be counted in the student's grade point average.

**Conversion of college hours to high school credits:**

- 3 or more college semester hours = 1.0 high school credit
- 2 college semester hour = .66 high school credit
- 1 college semester hour = .33 high school credit

It is up to the student to make sure that the courses that are taken during the College Credit Plus Program will transfer to his/her appropriate college or university upon completion. Go to <https://transfercredit.ohio.gov> to learn more about credit transfer among the state's public institutions of higher education.

**G. \_\_\_\_ / \_\_\_\_ FINANCIAL ARRANGEMENTS:**

All financial responsibilities for college coursework outside the College Credit Plus program will rest with the student/parent. Students attending a public college during the year under the College Credit Plus program will not be charged for tuition, books, or fees. Students attending a private college may be charged based on the particular private college and where the course is delivered, in accordance with the law. **Financial obligations default to the student/parent if the student fails the course, drops the course after the college-approved drop date, or fails to complete the course. CCP students are still responsible for the Gallipolis City Schools' supply fee that is assessed each school year.** A student's financial obligations **MUST** be paid in full in order to participate in the high school commencement ceremony and to release transcripts to colleges or for scholarships.

**H. \_\_\_\_ / \_\_\_\_ BOOK AGREEMENT:**

Students who participate in CCP must abide by the book agreement that has been approved by the high school and the college. Failure to do so will result in students being assessed the cost of books. It is the student's responsibility to be aware of what agreement has been reached and what due dates or deadlines may apply to him/her. (Ex. Not returning the books to the college bookstore by the date specified by the college will result in the student having to pay for the books.) It is the student's responsibility to get and keep any receipts issued from the bookstore when returning books to show proof of the return.

**I. \_\_\_\_ / \_\_\_\_ TRANSPORTATION:**

No form of transportation or reimbursement for transportation will be provided by the Gallipolis City Schools.

**J. \_\_\_\_ / \_\_\_\_ SCHEDULING:**

Students must meet with the high school counselor prior to finalizing any CCP schedule for each semester. The high school counselor **MUST** approve any and all schedules.

No high school graduation requirement may be waived for any student as a result of participating in this program. Scheduling conflicts are not the responsibility of the school district or college. Courses at the high school and college level will NOT be overloaded to accommodate a student in the College Credit Plus Program.

Student Initials/Parent Initials

**K. \_\_\_\_ / \_\_\_\_ CONSEQUENCES OF FAILING:**

Failure will affect eligibility to participate in student activities (**i.e. athletics if the failed college course was one of the 5 credit course needed for eligibility**). Classes failed or withdrawn with an "F" will receive an "F" on the high school and college transcript and will be computed into the student's high school and college GPA. Students/Parents are responsible for payment of courses where a student received an "F" AND where a student dropped a course after the college-approved drop date or failed to complete the course. Also, a student may be placed on CCP probation if his/her cumulative CCP GPA is less than a 2.0, or if he/she withdraws from two or more courses in the same term. A student placed on CCP probation must comply with the Gallipolis City School's CCP Probation policy.

**L. \_\_\_\_ / \_\_\_\_ GRADUATION REQUIREMENTS**

No high school graduation requirement and/or grade promotion may be waived for any student participating in this program. College Credit Plus does NOT replace the requirements to earn a high school diploma. This includes earning 18 points or more on the graduation tests. Even if you are enrolled in college courses, you must take the end-of-course exams in English I, English II, Algebra I, Geometry, and Biology. You do not have to take the end-of-course exams in American Government and American History if you are enrolled in College Credit Plus Courses that substitute credit for high school graduation requirements. A College Credit Plus student's end-of-course grades in American Government and American History will correspond with a point scale used for graduation requirements.

**M. \_\_\_\_ / \_\_\_\_ MAXIMUM NUMBER OF COLLEGE CREDITS THAT CAN BE TAKEN:**

Students enrolled in the College Credit Plus program can only take up to 30 college credit hours per academic year and NOT more than 120 college credit hours in high school. Also, students in the College Credit Plus program can NOT exceed full-time status. The number of hours allowed is calculated as follows:

1. Determine student's number of high school ONLY units,
2. Multiple that number by 3, and
3. Subtract the result from the number 30.
4. That number is the total number of college credit hours that a College Credit Plus student may earn that academic year.

Example: If a student is taking a full schedule at Gallia Academy High School (seven periods-seven units), you will take  $7 \times 3 = 21$  and subtract 21 from 30 to get 9. Then 9 hours would be the MAXIMUM credit hours that a student can take during the academic year. **If a student goes over the maximum amount, the student/parent(s) would be responsible for financial costs associated with that college course.**

**N. \_\_\_\_ / \_\_\_\_ COURSES AVAILABLE THROUGH COLLEGE CREDIT PLUS:**

Once a student is admitted to a college for College Credit Plus, he/she may take courses determined to be Level I and that are NOT remedial, religious, a physical activity, or one-on-one private instruction. Students desiring to take physical activity or private instruction classes must pay for these individually. Students must complete 15 semester hours of Level I courses before they can take courses deemed as Level II courses.

**O. \_\_\_\_ / \_\_\_\_ ACADEMIC AND SOCIAL RESPONSIBILITIES:**

The student must be accepted by the college, meet all requirements and standards for college courses, meet attendance requirements, and provide means of transportation.

Student Initials/Parent Initials

**P. \_\_\_\_ / \_\_\_\_ OTHER STUDENT RESPONSIBILITIES:**

Communication among the student, high school, and college is the key to success in the CCP program. It is the student's responsibility to make sure both the high school and college can easily communicate with the student. It is also the student's responsibility that he/she is aware of all deadlines within the College Credit Plus Program in relation to scheduling at the college level and at the high school level. There are no guarantees that courses will be available during any given semester. Also, it is the student's responsibility to keep abreast of all the deadlines that are to be followed at the home school for academic, social, and extracurricular events. The student is responsible to check dates, timelines, and requirements and to adhere to all the requirements in a timely manner both at the college and high school.

**Contract Signatures**

**We, the student and the parent/guardian, agree to the terms and agreements, and will make the necessary contacts with colleges and inform the Gallia Academy Counselor of the choice(s) made.**

**We understand and consent to the College Credit Plus Program eligibility, our responsibilities regarding participation in this program, the process for granting credit, financial arrangements (tuition, books, materials, and fees), criteria for transportation, available support services, scheduling, consequences of failing, student's academic and social responsibilities, graduation requirements, and all other terms of this contract.**

\_\_\_\_\_

**PARENT SIGNATURE**

\_\_\_\_\_

**DATE**

\_\_\_\_\_

**STUDENT SIGNATURE**

\_\_\_\_\_

**DATE**

**Athletic Eligibility Check:**

Do you plan to participate in sports at Gallia Academy High School?  Yes  No

If yes, which sport(s)? \_\_\_\_\_

[Adoption Date: August 6, 1991]

Revised: February 18, 1998  
 March 19, 2014  
 March 15, 2017  
 April 19, 2017  
 February 20, 2019