

7.14 COLLEGE CREDIT PROGRAM

The Board of Education recognizes the value to students and to the District for students to participate in programs offered by accredited colleges and universities in the State of Ohio. Therefore, the Board will permit qualifying students in grades six through twelve to enroll in approved postsecondary programs while enrolled in the District. Students will be deemed eligible to receive secondary credit for completing any of these programs providing they meet the established requirements as set forth by R.C. Chapter 3365 and the Board of Education.

Deadlines and Procedure

Eligible students may enroll full or part-time for nonsectarian, non-remedial courses for high school and/or college credit in accordance with the following procedures:

- A. Information about the College Credit plus Program will be provided prior to February 1st (annually) to students enrolled in grades six through eleven and their parents/guardians. The Board also will provide information to students and parents through multiple and easily accessible resources, including on its website and in generally distributed written communications. Additionally, the Board shall host an annual informational session between October 1st and February 15th.
- B. Students/parents must notify the District, prior to April 1, or for the summer term, the date specified by the Chancellor of the Ohio Department of Higher Education, of intent to participate in the College Credit Plus Program. (Note: failure to provide such notice may make a student ineligible to participate in the program.)
- C. Any eligible student choosing to participate in the College Credit Plus Program will be provided counseling services including possible risks, consequences and potential benefits. Counseling will include the following:
 1. Program eligibility;
 2. Process for granting credit;
 3. Financial responsibilities - tuition, books, materials, fees;
 4. Criteria for transportation aid;
 5. Available support services;
 6. Scheduling;
 7. Consequences and benefits of participation including the effect on the student's ability to complete high school graduation requirements;
 8. Academic and social responsibilities of students and parents/guardians for participation;
 9. Use of college counseling services; and

10. The standard packet of information for the program developed by the Chancellor of the Ohio Department of Higher Education.
- D. Students/Parents who have expressed interest and received counseling services must sign a form indicating that the details of the program have been presented and that criteria is understood.
 - E. Students in grades seven through twelve may enroll in college for high school graduation and/or college credit, if they meet the application deadline and the following conditions are met:
 1. Students must be accepted by the college; and
 2. College must send written notice (to all appropriate parties, including student, parent, School District Superintendent, and Superintendent of Public Instruction) within fourteen (14) calendar days prior to the first day of classes for the term. Such notices shall include courses and hours of enrollment and the option selected.

If a student is expelled from the District, the Board will deny high school credit for college courses taken during the period of the expulsion. The Superintendent shall send written notice of a student's expulsion to the college where the student is taking courses to receive high school credit. The notice must state the date the expulsion is scheduled to expire and whether the Board has denied high school credit for postsecondary education courses taken during the expulsion. If the expulsion period is extended, the Superintendent must notify the college of the extension.

Enrollment Options

Option A permits eligible students to enroll in college courses for college credit. Students enrolling in this option will be required to pay all costs incurred, including tuition, books, materials and fees.

Option B permits eligible students to enroll in college courses for college and high school graduation credit. Students electing this option will not be required to pay for tuition, books, materials or fees associated with the course. Parents and students should be aware that if a student fails to complete a post-secondary course, they are responsible for the financial obligation including tuition, textbooks, materials or other fees.

High School Credit

- A. If a student successfully completes a course in which he/she was enrolled as an Option B student, the Board of Education shall award him/her appropriate credit toward high school graduation.

- B. Students who elect to receive high school graduation credit, shall receive such credit under the following circumstances:
 - 1. If a course comparable to one a student completed at the college level is offered by the District, the Board shall award comparable credit for the course completed at the college.
 - 2. If no comparable course is offered by the District, the Board shall grant an appropriate number of credits in a similar subject area to the student.
- C. The Board shall not award graduation credit to a student for courses failed or withdrawn from before completion.
- D. The Board of Education shall not award a student credit toward graduation unless, at the time of enrollment, the student elected to receive high school credit.
- E. Any dispute between students and the Board of Education regarding high school credits for college work may be appealed to the State Board of Education whose decision is final.
- F. Students who are participating in enrollment Option B and who have been dismissed from the College Credit Plus Program may be reinstated to the program on CCP probation if the student meets the definition of academic progress. Academic progress will generally be based on the following requirements; however, these criteria may be waived on an individual student basis.
 - 1. The student obtains a grade point average of a 2.0 or higher;
 - 2. The student is on track to graduate; and
 - 3. The student has not withdrawn from, or received no credit for, one more courses in the preceding term.
- G. Students who are participating in enrollment Option B and who have been dismissed from the College Credit Plus Program may be reinstated in the program without restrictions provided the student has demonstrated academic progress by successfully completing CCP probation for the preceding term. Failure to make academic progress will result in an extension of CCP dismissal.

Appeals

- A. A student who is dismissed from the College Credit Plus Program, or is prohibited from taking a course in a subject, may appeal the decision to the Superintendent. The Superintendent shall consider extenuating circumstances separate from academic performance that may have affected the student's CCP status and may do any of the following:
 - 1. Allow the student to participate in the program without restrictions;
 - 2. Allow the student to take a course otherwise prohibited pursuant to Ohio Administrative Code 3333-1-65.13(C)(2)(b);
 - 3. Allow the student to participate in the program on CCP probation;
 - 4. Maintain the student's dismissal from the program.

- B. The student shall request an appeal within five (5) business days after being notified of the CCP dismissal or the CCP probation that prohibits the student from taking a course in a subject under Ohio Administrative Code 3333-1-65.13(C)(2)(b). The District shall promptly notify any institution of higher education in which the student is enrolled that the student has requested an appeal. The Superintendent shall issue a decision on the student's appeal within ten (10) business days after the date the appeal is made. The decision shall be final. The District will promptly notify the institution of higher education in which the student is enrolled of the decision.
1. If the decision is to continue the student's dismissal and the student is enrolled in an institution of higher education, the institution shall permit the student to withdraw from all courses in which the student is enrolled without penalty and the District will not be required to pay for those courses.
 2. If the Superintendent fails to issue a decision on the appeal within ten (10) business days after the date the appeal is made and the student is enrolled in an institution of higher education, the institution shall permit the student to withdraw from all courses for which the student is not eligible without penalty and, if the decision on the appeal is made after the institution's prescribed no-fault withdrawal date, the District shall pay for those courses.

Student Records

- A. Evidence of successful completion of each course and the high school credits awarded by the District shall be included in the student's cumulative record. The record shall indicate that the credits were earned as a participant of the College Credit Plus Program and shall include the name of the college at which the credits were earned.
- B. Each grade received by a student participating in the College Credit Plus Option A shall be recorded, but the credits shall not count toward the student's graduation requirement. A change to Option B must be requested, in writing, to the high school principal within fourteen (14) days from date of enrollment.
- C. Each grade received by a student participating in the Option B program shall be recorded and counted when determining the following:
1. Cumulative grade point average
 2. Athletic eligibility
 3. Honor student qualifications (in senior year, notification will include 1st quarter or semester grades)

High School/College Enrollment

- A. A 9th grade student may not receive credit toward high school graduation for more than the equivalent of four academic school years.
- B. A 10th grade student may not receive credit toward high school graduation for more than the equivalent of three academic school years.

- C. An 11th grade student may not receive credit toward high school graduation for more than the equivalent of two academic school years.
- D. A 12th grade student may not enroll for more than the equivalent of one academic school year.
- E. Proportionate reductions are made for any student who enrolls in the program during the course of a school year.
- F. The maximum number of Carnegie units that may be earned during the academic year is the total of the high school courses and college courses; the total may not exceed the number of courses for full-time status.
- G. The conversion of courses for high school graduation credit earned through successful completion of college courses is as follows: college courses for which five semester hours (7.5 quarter hours) are earned shall be awarded one Carnegie unit.

Financial Responsibilities

If a student fails to complete the course due to class drop process or nonattendance, the student or parent(s) are responsible for all costs associated with the course.

The following process shall be used to collect all course costs:

- A. The District may determine and accept other reasons, including medical reasons, for failure to complete the course.
- B. Students enrolled for the combination of high school/college credit are not eligible for financial aid from the college.
- C. If the District provides transportation for resident students in grades eleven and twelve, upon parent application and determination of need according to the provisions of the National School Lunch Act, a student enrolling for the combination of high school and college credit in the program may receive full or partial reimbursement for the necessary costs of transportation between the secondary school which he/she attends and the college/university in which he/she is enrolled in accordance with guidelines established by the State Board of Education.
- D. No reimbursement for course costs, transportation costs or District liability are applicable if the student enrolls in a college course while he/she is also a full-time student in the District.

Other Considerations

- A. A student enrolled in the program shall follow the District attendance policy, as well as the District code of conduct, for curricular and extracurricular activities. These policies and codes are applicable during the time the student is attending high school and is on school property for any class or activity.

- B. The student enrolled in this program must recognize that the master schedule is not altered or adjusted in order to permit enrollment; adjustments to individual schedules may be made by the school administration.
- C. The District adheres to the Ohio High School Athletic Association rules, regulations, and bylaws to determine eligibility to participate in athletics. In order to be eligible, the student must have passed a minimum of five one-credit courses or the equivalent which count toward graduation during the prior grading period. The five courses may be a combination of high school and college courses.
- D. The Board will collect, report and track program data annually pursuant to reporting guidelines adopted under R.C. 3365.15.

INTENT TO PARTICIPATE FORM

(Please Print)

I, _____, parent/guardian of _____

am interested in the College Credit Plus Program as it has been outlined. My son/daughter would like to be involved in the 20__-____academic year. Please keep us informed of programs that are available in the Franklin Local School District.

Signature

Date

NOTE: RETURN TO PRINCIPAL BY THE DEADLINE SPECIFIED IN POLICY 7.14.

(DISTRICT:) This form is to be distributed to students/parents/guardians to be signed and returned to the Principal by the date specified in Policy 7.14 and kept on file.

College Credit Plus Program

Please sign this form which acknowledges that you and your child were provided the following counseling services prior to participation in the College Credit Plus Program, including:

- Program eligibility
- Process for granting credit
- Financial arrangements
- Criteria for transportation
- Available support services
- Scheduling
- Consequences and benefits of participation including the effect on the student's ability to complete high school graduation requirements
- Student responsibilities
- Use of college counseling
- The standard packet of information for the program developed by the Chancellor of the Ohio Department of Education.

Student's Signature

Parent(s') Signature

Date

Date