

## 204.13 College Credit Plus – Advanced Standing Program

**College Credit Plus.** The School recognizes the value to Students and to the School for participation in programs offered by accredited colleges and universities and shall offer high school Students (grades 9 through 12) and middle school Students (grades 7 through 8) opportunities to earn academy credit for both high school and college. “College Credit Plus” (the “Program”) enables Students to earn credit toward a degree from an institution of higher education while enrolled in high school.

High school Students (grades 9 through 12) and middle school Students (grades 7 through 8) may participate in the Program, so long as the student meets the following eligibility requirements:

1. Applies to a public or participating private college, or eligible out-of-state college participating in the Program, consistent with the college’s admissions procedures, and meet all college or program’s established standards for admission, enrollment, and course placement;
2. Is either:
  - a. remediation-free on one of the assessments in accordance with the most recent Uniform Statewide Standards for Remediation-Free Status; or
  - b. meets an alternative remediation-free eligibility option as defined by the Chancellor of Higher Education; or
  - c. if the student previously participated in the Program prior to September 30, 2021, the student scores within one standard error below the remediation-free threshold for one of the assessments in accordance with the most recent Uniform Statewide Standards for Remediation-Free Status;
3. Has a cumulative grade point average at the School of at least a 3.0, or its equivalent for students in middle school; and
4. Receives a recommendation from the Principal, or School Counselor or Career-Technical Program Advisor, if any.

A student determined by the School to be an “underperforming student” may be limited in his or her participation or excluded from participation in the Program. Underperforming students mean a student who either (1) has a cumulative grade point average below 2.0 in the college courses taken through the Program, or (2) has withdrawn from or received no credit for two or more courses in the same term.

Underperforming students shall be placed on Program probation and shall only be permitted to enroll in one college course at a time, provided however that the course is not one in the same subject as a course in which the underperforming student previously earned a grade of “D” or “F” or received no credit. An underperforming student registered for more than one college course at the time of being placed on probation will be permitted to dis-enroll from any courses prohibited by his or her probationary status. A student who fails to dis-enroll from such a course will be responsible for all tuition, fees, and textbook costs

and shall be dismissed from the Program for the following term. An underperforming student may be removed from Program probation and permitted to participate in the Program without restrictions if he or she achieves a cumulative grade point average of 2.0 or better. If a student on Program probation does not raise his or her cumulative grade point average to a 2.0 or higher, the School shall dismiss the student from the Program for the following term. A student who has been dismissed from the Program shall dis-enroll from any additional Program courses, or shall be responsible for all tuition, fees, and textbook costs and shall be dismissed from the Program for an additional term. The School will promptly notify the student, his or her parent, and all relevant institutions of higher education of the student's status as underperforming and his or her probation or dismissal from the Program. A student dismissed from the Program or prohibited from taking a particular Program course may appeal the School's decision to the Governing Authority, which shall consider any extenuating circumstances separate from academic performance that may have affected the student's Program performance. Appealing student's must request an appeal within five (5) business days of the notice of probation or dismissal and the Governing Authority shall issue a decision on the student's appeal within ten (10) business days of the appeal. The decision of the Governing Authority shall be final.

A student dismissed from the Program shall be permitted to return to the Program  on probation OR  without restrictions [check one] if the student has demonstrated adequate academic achievement or progress to the satisfaction of the Principal or his or her designee. Academic progress includes improved course grades, an increased grade point average, academic advancement as demonstrated by teacher feedback, a review of the student's entire high school and college academic record, and any other academic progress factor deemed pertinent by the Principal or his or her designee. Failure to make adequate academic progress will result in an extension of the student's dismissal from the Program.

A Student participating in the Program shall elect one of two basic tracks: Option A – Elect to receive only college credit, in which case the cost of attending the college courses is borne entirely by the Student and his/her Parent; or, Option B – Elect to receive both college and high school credit, in which case the Student and his/her Parent may elect for participation to either (1) be subsidized by direct payments to the college out of the School's foundation funds or (2) be borne entirely by the Student and his/her Parent(s). If the School provides its own transportation to students, reimbursement for transportation costs may be available.

Prior to participating in the Program, a Student shall be provided with specific information and counseling designed to make the Student aware of the possible risks and benefits of the Program. The School shall provide information on the program to Students in the grades prior to the years of eligibility on or before February 1, at minimum, through a notice provided to Students annually (see **Appendix 204.13-B**). All communications sent to Students and Parent(s) related to academic planning shall include information on the Program. Information shall also be made available on the School's website. The School shall hold at least one informational session per year in conjunction with each participating college within a thirty (30) mile radius of the School. If no participating colleges are within a thirty (30) mile radius, the School shall partner with the closest participating college to offer an informational session. This informational session must occur between October 1 and February 15. The School may coordinate with other schools in the area to hold informational sessions.

A Student wishing to participate in the Program shall give notice to the School between February 15 and April 1. If notice is received after April 1, the Student must obtain the written consent of the Principal in

order to participate. If the Principal refuses to give written consent, the Student may appeal the Principal's decision to the School's Board of Directors or its designee. All appeals must be filed within fourteen (14) days of the Principal's decision. The Board of Directors shall hold a hearing and make a final decision regarding the student's participation in the Program within thirty (30) days of receiving the student's notice of appeal. The Board's decision to either grant or deny the student's request to participate in the Program shall be final. Students wishing to participate in the Program during the summer term must also comply with the April 1 deadline for notice, but are strongly encouraged to give notice to the School in February in order to improve chances of meeting summer registration timelines.

Before actually enrolling, the Student and his/her Parent shall sign a form stating (1) that they have received the required counseling from the School; (2) that they understand the responsibilities they must assume under the program; and (3) that the School provided them with following information:

1. Program eligibility;
2. The credit awarding process and maximum credit requirements;
3. Financial responsibilities, if any;
4. Transportation and parking responsibilities;
5. Academic support services;
6. Course scheduling;
7. Student participation options, including opportunities to participate during the summer term and deadlines pertinent to participation;
8. The designated point of contact at the School who is available for questions regarding the Program; and
9. Any other possible benefits and consequences of participation in the Program.

The School shall notify each Student participating in the Program of the total number of college credits he/she may earn in an academic year through the Program prior to the date the Student registers for a course or courses in a term at an enrolling college. **Students will only be awarded high school or college credit for those college courses in which the student receives a grade "C" or better.**

Upon receipt of a pre-term notice from an enrolling college specifying the admission of a Student and courses and credit hours for which the Student is registered, the School shall verify (1) that the Student is not taking more than thirty (30) college credit hours during an academic year, which shall begin with the summer term, and (2) that the Student has not exceeded one hundred twenty (120) college credit hours total through the Program. In the event that the number of credits conferred by a college course partially exceeds the maximum number of allowable credits, then the whole course shall be considered to exceed the maximum allowable credits. This review shall be based upon a review of all pre-term notices received for the Student. If a Student has exceeded the maximum number of allowable credits permitted by law, the School shall promptly notify the Student and give the Student the option of (a) adjusting his/her schedule to comply with the maximum allowable credit requirement or (b) self-paying for those credits above the maximum permitted by the Program.

Participating Students must enroll in any non-remedial and nonsectarian courses, so long as the courses apply to a degree or professional certificate. Students must be assessed using the same standard of achievement and held to the same grading standard as non-Program Students enrolled in the college course. The School shall ensure that enrollment in the college course with an end-of-course exam does not circumvent the Student's obligation to sit for any required end-of-course examinations.

The courses offered in the Program shall be the same courses that are included in the participating college's regular course catalogue. High school credit for college courses taken under the Program shall be granted by the School. If a course comparable to one completed at a college is offered by the School, the School shall give comparable credit. If there is no comparable credit offered by the School, the School shall grant an appropriate number of "elective" credits. If there is a dispute as to what constitutes "comparable credit" or "appropriate credit" then the Student may appeal the School's determination to the State Board of Education, the decision of which shall be final.

The School, in coordination with a participating college or university, may elect to provide Program courses at the School under the instructor of a qualified high school teacher. Such a course must follow the same college course syllabus, use the same textbook and other course materials, aspire to achieve the same course objectives and learning outcomes, and assess Students using the same methods as the corresponding college course delivered on a college campus. Students who are not enrolled in a college through the Program, but nonetheless are enrolled in a Program course at the School, shall be held to the same academic standards as those Students enrolled in the Program, but shall not receive college credit for the course. The School shall provide written notice to such Students and those Students' Parent(s) stating that the Student is not earning college credit and that the course would likely need to be repeated upon enrollment in any post-secondary institution.

All high school teachers providing college instruction through the Program at the School must meet the qualifications to be an instructor as set forth by the Chancellor of the Ohio Department of Higher Education. If the School elects to offer colleges courses at the School, the coordinating college or university must offer such teachers at least one three-hour professional development session per academic year and must conduct at least one full-period classroom observation of each Program course taught by each high school teacher during the first academic year the teacher instructs that course, and alternating academic years thereafter. Any observer must provide the School's Principal with at least twenty-four (24) hours' advance written notice of each observation.

In coordination with at least one participating college, the School shall designate various course "pathways" which, amongst other things, may be based on major, career path, or core coursework. Pathways must provide Students with the opportunity to either earn fifteen (15) credits or thirty (30) credits. Pathways are merely guidance for Students as to the possible course of study that a Student may elect to pursue; however, Students are not precluded from participating in courses outside of any pathway. Pathways shall be included in the School's designated course offering book for Student reference.

Student participation in the Program is based solely on the participating college's established placement standards for college-level courses for which credit is awarded. A 7th, 8th, or 9th grade Student seeking high school credit may not participate in the program for more than the equivalent of four academic school

years. Likewise, 10th, 11th, and 12th grade Students seeking high school credit may not participate for more than the equivalent of three, two, or one academic school year(s), respectively.

Students may participate in the Program during a summer term, unless the summer term begins during the Student's last quarter of high school or after the Student's anticipated high school graduation date. The Parent(s) of any Student electing to take summer courses through the Program shall be solely responsible for transportation to and from Program courses. Earned credit for summer courses shall be included on the Student's transcript for the coming school year.

Students wishing to take college courses at their own expense, and outside of regular school hours, may do so without participating in the Program. The School shall only recognize college course work that is successfully completed by a Student through the Program in full compliance with all Program requirements and restrictions, and it shall count such completion toward graduation and subject area requirements. Student records shall indicate the successful completion of any college courses taken and include the name of the college at which the credits were earned. Grades earned from the college will be averaged into each Student's high school and college grade point average. Students participating in the Program will receive the same preferential weighting in calculating their grade point average as those Students who participate in other Advanced Standing Programs (*e.g.*, Advanced Placement courses, International Baccalaureate courses, etc.).

If the Student receives a failing grade in any college course while participating in the Program, the Student and his or her Parent(s) may be held responsible to reimburse the amount of state funds paid to the college on the Student's behalf. A Student who receives a failing grade may have grades and credits withheld by the School until such reimbursement occurs. However, the School shall not seek reimbursement from any participating Student who is economically disadvantaged.

The expulsion of a Student from the School may cause the Student to lose the privileges and benefits of the Program. Students who have been expelled from the School may not apply for college enrollment under the Program during the period of expulsion. With respect to Students already enrolled in college at the time of the expulsion, the Board shall deny such Student's high school credit earned in the Program during expulsion. Accordingly, the Board shall send written notice of the expulsion to the college at the time the expulsion is imposed and shall indicate that the School has adopted a policy denying high school credit for Program courses taken during an expulsion. The college may then withdraw its acceptance of the Student. If the college chooses not to withdraw its acceptance of the Student, the Student may continue in attendance for college credit only. In such circumstances, the Student is financially responsible for tuition and fees and must pay the college for any textbooks and materials that were previously supplied without charge.

Annually, the School and the participating college shall jointly submit the required data to the Chancellor of the Ohio Board of Higher Education for any Student participating in the Program by July 15. Nothing in the "College Credit Plus" program shall preclude a Student from also choosing to complete coursework in another Advanced Standing Program while enrolled in high school.

Prior to enrolling in any college course through the Program, the student and his or her parent shall sign a permission slip acknowledging the potential for mature subject matter in a course taken through the

Program. A copy of the signed permission slip must be included with the student's application to the college or university. A copy of the permission slip shall be placed on the School's website.

**Advanced Standing Program.** Students may earn credit toward a degree from an institution of higher education upon the Student's attainment of a specified score on an examination covering the coursework. Coursework in an Advanced Standing Program may include any of the following:

1. College Credit Plus;
2. Advanced Placement;
3. International Baccalaureate courses; or
4. Early college high schools.

*R.C. 3313.6013; Chapter 3365; OAC 3333-1-65; OAC Chapter 3301-44. See Appendix 204.13-A Letter of Intent to Participate in College Credit Plus, Appendix 204.13-B College Credit Plus Informational Sheet, and Appendix 204.13-C Sample Invitation Letter for Informational Sessions, Appendix 204.13-D Permission Slip.*



**UNIVERSITY'S  
INSTRUCTIONS TO  
SUBMIT THIS FORM.  
PERMISSION SLIP**

This permission slip must be completed and signed by the student and his or her parent or guardian in order for the student to enroll in college courses under the College Credit Plus program.

A student eligible to participate in College Credit Plus and admitted to a college or university will enroll in actual college courses, which *may* include "mature subject matter" as defined in Ohio Revised Code 3365.035.

**PLEASE TYPE OR PRINT:**

We \_\_\_\_\_ (Student Name) and \_\_\_\_\_ (Parent Name) hereby understand that by enrolling in College Credit Plus courses:

- Content *may* include mature subject matter that will not be modified based upon College Credit Plus enrollee participation regardless of where course instruction occurs; and
  - State law requires this signed form be submitted in the student's application to the college or university following that college or university's instructions for submission of application materials.
- The signatures below indicate permission is granted to participate in College Credit Plus. It is the parent's or guardian's responsibility to be aware of and monitor the student's enrollment based on information provided by the college.

Student Information – **PLEASE TYPE OR PRINT:**

Student Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name of High School (or homeschooled): \_\_\_\_\_

Parent Information – **PLEASE TYPE OR PRINT:**

Parent Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RETURN THIS COMPLETED FORM TO THE COLLEGE OR UNIVERSITY TO WHICH THE STUDENT IS APPLYING. FOLLOW THE COLLEGE OR UNIVERSITY'S INSTRUCTIONS TO SUBMIT THIS FORM.**

