



College Credit Plus at Highland High School

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What is College Credit Plus?

College Credit Plus is a program that gives students in grades 7–12 an opportunity to be enrolled in both high/middle school and college course work at the same time. The purpose of this program is to promote rigorous academic pursuits and to provide a wide variety of options to college-ready students. Students must qualify academically and be accepted to participate in College Credit Plus at a college.

Is My Student Ready for College Credit Plus?

Students participating in CCP courses who are typically successful have the following characteristics:

- Strong Communicator – able to speak to academic advisors to schedule courses and ask questions, independently; able to ask for help when needed, as well as get needed information about breaks, deadlines, etc.
- Independent Learner – able to work independently and grasp concepts quickly.
- Organized – able to maintain multiple courses with multiple teacher expectations and work deadlines.
- Present – able to attend each scheduled class on time. Students who are absent from CCP courses tend not to do well.
- Prompt – is in the habit of completing assignments and tasks at the appropriate time (doesn't procrastinate).
- Academically Prepared – loves to learn and is ready for the challenge of college work.
- Socially Prepared/Mature – ready to work alongside older students when taking courses at a college and handle mature coursework/information.

This is not an exhaustive list. Academic preparedness, independence and determination are very important to success in CCP courses

Benefits of Participation

- Opportunity to take courses not offered at school.
- Opportunity to experience college-level work prior to making a college decision.
- Opportunity to take academically challenging courses.
- Opportunity to earn both high school and college credit at no or little cost.
- Students may earn transcribed college credit and high school credit upon successful completion of the course.
- Accelerate achievement of educational goals.
- Allows students to experience college level work prior to making final decisions about college.

Potential Risks of Participation

- Course withdrawals or failures could affect credits needed for graduation.
- May create a financial burden if a student fails or withdraws from a course.
- Increased responsibility on students, they are considered a true college student. High school counselors and parents are unable to take on the majority of responsibility. It is on the student.
- Increased responsibility for learning and organization.
- Affects GPA (high school and college).
- Potential Athletic Eligibility issues - must be scheduled for five credits per semester. (College classes that are 3 credit hours count as 2 athletic credits, high school courses count as 1 athletic credit- physical education does not count).
- Reduced parent involvement, due to FERPA restrictions.
- Withdrawals and failures could affect future financial aid.
- 7-12 grade students will be in a non-structured college setting with much older students if taking CCP in-person on the college campus.

Program Eligibility

1. Grade 7 - 12
2. Attend CCP State-Mandated Informational Session
3. Submit the Intent to Participate Form EVERY YEAR prior to participation
4. Meet one of the following criteria
 - Qualifying ACT/SAT/Accuplacer Score
 - 3.0 unweighted High School GPA
 - 2.75-2.9 unweighted HS GPA AND received an A or B in a relevant HS course.

Underperforming Students/CCP Probation Dismissal

Nothing in the CCP Probation and CCP Dismissal rule alters, supersedes, or affects any college's or university's policies or procedures on academic probation or dismissal. CCP students are subject to the institution's policy.

Things to consider:

1. Highland will seek reimbursement for the tuition costs from the student/family, if the student fails or withdraws from the course after the drop date.
2. The grades that students earn are on the students' college transcript permanently.
3. Highland is required by law to put your CCP grades on your Highland transcript (unless you choose to self-pay, then you have a choice.)

4. If students fail or withdraw often, future financial aid may be impacted negatively.

Probation:

A student is placed on CCP probation when the student:

- Has earned lower than a cumulative 2.0 GPA in college courses OR
- Withdraws from, or received no credit (W, NC or equivalent) for, two or more courses in the same term.

While on CCP Probation, the student:

- May only enroll in one College Credit Plus course for one college term (semester).
- May not enroll in a college course in the same subject in which the student previously earned a D or F, or received no credit.
- The student's GPA must improve to 2.0 or higher the next semester of CCP participation (semester of CCP probation) or they will be dismissed from the program.

Example: FALL Term...cumulative CCP GPA falls below 2.0. The student is placed on probation for SPRING TERM and can only take one course. At the end of Spring Term if the cumulative GPA is still <2.0, the student is dismissed from CCP.

Dismissal:

- A student is placed on CCP Dismissal when the student has failed to increase his or her GPA to 2.0 or above in College Credit Plus courses during the CCP probation term.
- When placed on CCP dismissal, the student may not enroll in any College Credit Plus courses for the following college term.
- At the end of the dismissal term, the student can request to be reinstated in the program.
- The student may appeal CCP dismissal within 5 days of being notified of dismissal.
- The student can make the appeal/request to the school counselor (who will consult with building administration) and the building administration will make the decision to continue dismissal, move back to probation, or allow the student to participate without restrictions.

Appeals:

- A student may appeal to the school's administration for their CCP Dismissal or Probation from taking a course in the same subject in which the student earned a grade of "D" or "F" or for which the student received no credit.
- The school's administration will consider any extenuating circumstances separate from academic performance that may have affected the student's CCP status and may do any of the following:
 - o Allow the student to participate in the program without restrictions.

- o Allow the student to take a course in the same subject in which the student earned a grade of "D" or "F" or for which the student received no credit.
- o Allow the student to participate in the program on CCP Probation.
- o Maintain the student's status on CCP Dismissal from the program.

Cost of Participation

Tuition- Highland pays for CCP tuition at public Ohio colleges/universities. Students/families may have some cost if taking courses at an Ohio private college/university.

Exceptions to tuition:

- If a student fails or withdraws from a college course after 14 calendar days from the start of the course, Highland may seek reimbursement. Economically disadvantaged students cannot be asked to reimburse the school in these circumstances.
- If a student goes over the allotted 30 semester hours/year they will be required to pay the college/university at the regular tuition rate.

Fees - Colleges will waive any fees associated with CCP courses.

Textbooks – Please contact your campus bookstore/website to learn how to order your textbooks. Be sure to let them know you are a CCP student with Highland High School. If you need a voucher, please contact your college academic advisor. Plan ahead.

- If you need to purchase your own required textbooks (usually non-MTC colleges), purchase them. Then, submit your receipt and a copy of your syllabus to your high school school counselor. Highland will send a reimbursement check to your home address.

Transportation – students/parents are responsible for all transportation costs.

Scheduling

- Complete the College's CCP application process.
- Follow instructions sent by the college which may include: Orientation, Meeting with an academic advisor, etc.
- Mature Content Permission - Students must sign a student's questionnaire regarding "Mature Content Material" as defined in Ohio Revised Code 3365.035.

- Additional Testing, if needed.
- Follow the college's course registration process.
- Meet with your Highland school counselor to identify the best CCP Options for you.
- Register for the course when the college window opens.
- The only courses high school counselors can register you in are courses that are in-person at Highland High School through MTC.
 - Highland and MTC have partnered together to provide in-person classes at HHS, to ensure we can continue to bring instructors to HHS, you cannot pick and choose from the junior or senior "track" of courses. For example if the junior "track" is American Government and Microeconomics, you are not able to only take one of the courses.
 - Any other courses online or in-person on a college campus MUST be registered by the student. High school counselors cannot register you.
- Be mindful of college add/drop/withdraw windows.

Underclassmen Fulltime Scheduling

All students must maintain a full schedule, even with online CCP courses, unless they are a senior. For example, students taking an online course through CCP can have an extra study hall in their day to work on that course, but must still be present at Highland. Students taking CCP coursework off campus, for example an in-person course at MVNU, can leave Highland to take these courses. Below is an example schedule:

1. Highland course
2. Study Hall for online CCP
3. Highland course
4. Study Hall
- 5-7. Highland course
8. Junior track course at Highland
9. Junior track course at Highland

Hour Limits

Students can earn a maximum of 30 college semester credit hours per year (summer-spring) and a maximum of 120 college semester credits prior to their high school graduation. High school credits/courses are also counted in the maximum hours. If you have questions about your hours, please contact your Highland school counselor. Going over allotted hours will result in self-pay for college courses.

Level 1/Level 2

Students must complete 15 credit hours in Level 1 courses before progressing to Level 2 courses. Your chosen college will help you identify allowable courses.

15 and 30-Hour Pathways

See the recommended pathways for Marion Technical College (our partner school) on the CCP portion of the Highland Guidance website. Additional pathways can be requested at each institution that you would like to take CCP through.

FERPA (Family Educational Rights and Privacy Act)

College Credit Plus students are college students and subject to federal FERPA. For regular college students, this means that college records are not released to anyone, even parents, without written permission from the student. For College Credit Plus students, the high school and the college may exchange information, but no information can be released to parents without written permission from the student.

Transferability of College Credit

Credits earned through College Credit Plus are transferable to many public and private institutions in Ohio and out of the state. Students who want to transfer to another university will need to send their transcript from the Institute of Higher Learning (IHL) to the university they plan to attend. Many of these courses apply towards the general education requirement or as electives at that school. Two websites are available to help students fully understand what courses will transfer: www.collegetransfer.net or www.ohiohighered.org/transfer.

- All in-person CCP classes at Highland High School are courses approved in the Transfer Assurance Guide.

Available Support Services/Disability Services

1. Accommodations - Institutions of Higher Education follow different guidelines to serve students with disabilities. High school IEPs and 504 plans do not automatically transfer to CCP courses. To request an accommodation for a CCP course, students must initiate the process by contacting the specific college's disability service office (DSO) and follow their instructions. Students needing accommodation for classes will need to submit the required documentation to the College's Accessibility/disability service office.
2. Tutoring/Academic Support Centers, etc. – All student support services at the college/university are available for CCP students as well.

Athletic Eligibility

Please note that for the purpose of high school athletic eligibility, the Ohio High School Athletic Association requires full-time students to carry a full course load. Student athletes are also required to obtain from their professors' evidence that they are passing at the end of each high school grading period and provide this evidence to the Highland athletic director. Students who attend college part-time must carry a combination of five (5) academic classes at the college and high school. One CCP course counts as two credits for athletic eligibility.

Selective Service

Under the provision of the Ohio Revised Code 3345.32, a male student born after December 31, 1959, who is at least 18 years old and is classified as an Ohio resident is required to register with the Selective Service within 20 days of his 18th birthday. If this is not completed, students will be charged "out of state" fees. Highland will not pay for "out of state" fees. The total cost of the course will be paid by the family.

Timeline/Deadlines

1. Complete required Intent to Participate form by April 1st.
2. Apply to the college(s) of choice (most deadlines are May 1st).
3. Take on-campus placement test unless college-ready ACT/SAT are available to submit.
4. Complete any additional paperwork required by the college. Send them to your school counselor if signatures are needed from someone at Highland.
5. Receive an email/letter from college with admission and/or additional instructions.
6. Attend online or in person orientation, if required.
7. Meet with a college advisor, if required.
8. Continue to check your Highland and college email for announcements.
9. Provide a copy of your college schedule to the school counselor by the first day of each semester.
10. Report college grades with an unofficial transcript to the school counselor by the end of each semester.