

Monroeville High School Guidance Resource Booklet



College Credit Plus

**College Credit Plus
COUNSELOR/STUDENT GUIDE**

This guide is intended as a worksheet to be used by the student, parents(s) and high school counselor. The information requested provides a basis for making knowledgeable decisions regarding participation in College Credit Plus Program and assures that students enroll in courses appropriate to their needs. In addition, it provides all parties with an understanding of the courses to be taken and the credit to be granted for them, upon successful completion.

Date _____

Student's Name _____ Present Grade _____

Date of Birth _____ Phone Number _____

Counselor _____

Graduation Status

Credits earned to date _____

Additional credits needed to graduate _____

List required courses still needed for graduation:

Number of elective courses needed _____

Proposed Educational Plan:

High School:

College Credit Plus:

REMEMBER: You must submit a Course Approval Form of you course selections to your counselor prior to each quarter or semester. Students can choose any course that applies toward a degree or workforce certification at a public (or participating private) college.

MONROEVILLE HIGH SCHOOL
College Credit Program
Parent/Student Acknowledgement Form

_____ and _____
Student Parent or Guardian

1. Program eligibility
2. Financial arrangements and obligations
3. Granting of academic credits
4. Support services available
5. Scheduling arrangements and possible difficulties
6. Consequences of failure or withdrawal from a class
7. Possible affect of the grade(s) attained on high school G.P.A.
8. Academic and social responsibilities.

I understand the responsibilities I must assume in the Post Secondary Enrollment Options Program.

Student Signature

Parent or Guardian Signature

School Year

Course Approval Form

Date _____

Name _____

Grade _____

Semester/Quarter signing up for: Fall Spring Other

List classes to take and explain how they will help fulfill Monroeville High School's graduation requirements:

Comments:

GUIDANCE RESOURCE BOOKLET

College Credit Plus PROGRAM

INTRODUCTION

As a Monroeville Junior/Senior High School Student, the College Credit Plus Program gives you an opportunity to take classes at eligible post secondary institutions. The purpose of the program is to provide additional educational opportunities to students who are intellectually and academically capable of successfully completing college level work. This program is an option for qualified students. Monroeville High School intends to provide a comprehensive and challenging college preparatory curriculum for its students.

You and your parents may have questions about this program. This guide can help you answer some of them. For more help in deciding whether this opportunity is right for you, check with your guidance counselor.

HOW THE PROGRAM WORKS

1. In 6th Grade Monroeville High School will provide you and your parents with general information about the program.
2. You and your parents should ask the Guidance Department for counseling assistance.
3. By __April 1st__, you must notify you high school counselor if you intend to participate in the program in the following school year. If you change you decision about participating after __April 1st__, you should notify your counselor immediately. Student may not apply for consideration after __April 1st__ unless the Superintendent approves such a request.

PROGRAM ELIGIBILITY

1. You must have seventh grade status at the beginning of the school year in which you plan to participate.
2. You must be admitted by an eligible post secondary institution. The post secondary institution you want to attend may have special entrance requirements you must meet before you can take courses there.
3. You may attend a post secondary institution either full time or part time.
4. Earn up to 30 college credit hours per academic year; summer not included. No more than 120 college credit hours while in the program
5. If you decide to apply, you and your parents must sign a statement indicating that you received information about the program and are aware of you responsibilities.

Other Regulations:

1. **Monroeville High School Guidance Department** will decide whether each course taken will be counted as one of the required credits for graduation or an elective credit.
2. Each quarter (or semester) ever CCP student will be required to fill out a Course Approval Form to submit to the counselor prior to registering for college classes. One copy of this form will be submitted to the college advisor when registering for classes.
3. No high school graduation requirement will be waived as a result of a student participating in this program.
4. Under no circumstances will special arrangements be allowed for leaving a class early or arriving late.
5. In any one term/grading period, CCP students must be registered for a minimum of five classes, combined between high school and college.
6. The college grade awarded will be included in the student's cumulative G.P.A.

Plans:

Before deciding to participate in the program, you and your parents should consider the following points:

Future Plans: This program can help you in making future education and career decisions and in exploring post secondary educational opportunities.

High School Graduation: Even if you participate in the program, you still must meet Monroeville's senior graduation requirements in order to earn a high school diploma. Make sure you review your graduation requirements and academic standing with your counselor. Keep in mind that the grades you earn in post secondary courses may affect athletic eligibility, grade point average, graduation and scholarship opportunities.

Scheduling: Participating in this program on a part time basis means that you must schedule classes at Monroeville and at a post secondary institution. Yearly schedules and vacation times usually are different between the two. Sometimes it may be difficult or impossible to take courses you want at both schools because of schedule conflicts.

College Level Work: You may find college level classes to be more accelerated and academically challenging than high school courses. You need to be able to work without supervision and have self-discipline both academically and socially.

Extracurricular Activities: If you participate in the CCP PROGRAM, YOU WILL NOT BE AT YOUR HIGH SCHOOL FULL TIME. You may not be able to participate in some high school activities as a result of your enrollment in the CCP Program.

PROGRAM ADVANTAGES

1. You have the chance to take course not offered at Monroeville High School.
2. You have the opportunity to take more challenging courses at MHS.
3. You can earn college credit while in high school.
4. You can take classes that academically challenge or interest you.
5. You have financial support for taking college courses for high school and college credit.
6. You can experience college life prior to making any final decisions.

POTENTIAL RISKS AND CONSEQUENCES

1. You will have increased responsibility for learning.
2. Acceptance in the program does not guarantee access to any particular course.
3. You may have reduced time or opportunities for participating in high school activities.
4. You must allow for transportation and **scheduling difficulties. (Monroeville High School builds their master schedule around Monroeville students not CCP Students)**
5. If you withdraw or fail a course, your parents are responsible to pay the cost of the course. If you fail to complete a course due to class drop process or non-attendance, you and your parents are responsible for all costs associated with the course. You and your parents will be notified in writing that you must make payment to the school district. The financial obligation may be waived if there are medical circumstances resulting in the failure to complete the course.
6. If you fail or withdraw from a course, it may affect the credits you need to graduate.

TRANSPORTION

You are responsible for transportation to and from your post secondary institution. No funds are available for room and board. **BE SURE YOU HAVE ARRANGEMENTS TO GET TO ALL OF YOUR CLASSES ON TIME.**

WITHDRAWAL

If you fail to complete a course due to class drop process or non-attendance, you and your parents are responsible for all cost associated with the course. You and your parents will be notified in writing that you must make payment to the school district. The financial obligation may be waived if there are medical circumstances resulting in the failure to complete the course.

TEXTBOOKS

Textbooks and other non-consumable materials for CCP classes should be arranged through the CCP academic advisor of the college or university. Stipulations for return or purchase of these materials will be outlined at the time based on the college or university's policy.

STEPS TO FOLLOW

If you are interested in participating in the program, remember that you need to notify Monroeville High School of you intent to participate. You must follow this procedure each time you enroll.

- _____ 1. Discuss your plans with your parents.
- _____ 2. Meet with you guidance counselor to determine how the program will fit in with your educational goals and graduation requirements
- _____ 3. Fill out the CCP institution's application for admission into the program.
- _____ 4. Submit your completed application, to your counselor, who will include an official transcript to the post secondary institution.
- _____ 5. Sign up to take the college placement test.
- _____ 6. Upon acceptance, meet with you post secondary admissions staff. Complete all necessary admission and registration forms.
- _____ 7. Arrange a meeting by _____ with your guidance counselor and parents to discuss your plans. Your parents must sign the attached statement indicating that you have received information on the program and are aware of your responsibilities.
- _____ 8. See your high school guidance counselor to notify her of you potential course selections, and to make any necessary adjustments in you high school schedule.