

# Policy

BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT

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## START COLLEGE NOW PROGRAM (Technical College)

The Hortonville Area School District permits any 11<sup>th</sup> and 12<sup>th</sup> grade student who is in good academic standing the opportunity to take college courses at Wisconsin Technical Colleges. Due to the need for high school students to take college-level courses while in high school, this new program has been developed.

The Hortonville Area School District does not discriminate against pupils based on sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability or handicap in its education programs or activities.

Attendance at Technical College is outlined under Wisconsin State Statutes 38.12(14). The Hortonville Area School District will absorb the cost of non-comparable courses approved by the high school principal (tuition, books) up to a maximum of eighteen (18) credits during the student's lifetime of eligibility. (The Hortonville Area School District will pay costs not to exceed the Wisconsin Technical College established rate for tuition. Please clarify with 118.55.5.2) The Hortonville Area School District is not financially responsible for any coursework or related costs resulting from a student's attendance at a Wisconsin Technical College beyond the eighteen (18) credit maximum.

### Implementation:

- A. The High School Principal will annually, by October 1<sup>st</sup>, provide information about the Start College Now Program to all pupils enrolled in the School District in the 10<sup>th</sup> and 11<sup>th</sup> grades.
- B. The students must be in good academic standing. A student in good academic standing is determined by the following criteria:
  1. For Technical College coursework: a 2.0 cumulative GPA at the time of application for the Start College Now Program, positive school attendance and behavior.
- C. The student does not meet the statutory definition of a "child at risk".
- D. By March 1<sup>st</sup> for the fall semester and by October 1<sup>st</sup> for the spring semester, pupils must notify the Principal of their intention to participate in the program. They must submit a completed Start College Now application which can be obtained in the Counseling Office or on the Wisconsin Technical College System website.
- E. The Principal will meet with the High School Counseling Staff to review all Start College Now applications to approve specific course requests and ensure that the student meets eligibility for the program. The Principal will make the determination as to whether a college course requested is comparable to a class offered at the high school. The student must meet the college of higher education's requirements and pre-requisites of the course(s) for which the student has applied.
- F. The student is eligible to enroll in a maximum of eighteen (18) credits of non-comparable coursework during their lifetime of eligibility for which the Hortonville Area School District is responsible for payment of tuition, books, and fees necessary and directly related to the course. Students and their parent/legal guardians may ask that the District approve their request that

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they (student, parent/legal guardian) assume financial responsibility for any college coursework beyond the District's eighteen (18) credit maximum.

- G. The student and his/her parent/legal guardian shall notify the Principal in writing prior to the start of the semester in which the class is offered of the request that neither the college class, credit nor grade be included on their high school transcript. The student and his/her parent/legal guardian acknowledge that the class will not count towards the minimum number of enrolled classes as prescribed by high school and Board policy.
- H. The student/and or parent/legal guardian assume responsibility for all costs incurred for transportation of the student to the institution of higher education. Should the student's parents/legal guardian not be able to pay the cost of such transportation, he/she may apply to the State Superintendent for reimbursement of the cost of transporting the student between the high school and institution of higher education. The State Superintendent shall give preference under subsection 118.55(7)(g) to those students who are eligible for a free or reduced-price lunch under 42 U.S.C. 1758(b).
- I. The Board will hold the student and his/her parent/legal guardian responsible for the reimbursement of all costs incurred by the Hortonville Area School District for any course in which the student drops the course without approval of the high school principal, discontinues regular attendance in the course or courses or receives a failing grade in the course. The student and his/her parent/legal guardian acknowledge that should a student be requested to reimburse the District for non-successfully completed Start College Now coursework, that they will surrender future eligibility for the State College Now Program. The Hortonville Area School District reserves the right to rescind approval of a student's eligibility for Start College Now or withdraw a student from an enrolled Start College Now course at a Wisconsin Technical College if the District becomes aware that the student has failed a previously enrolled course. The District will seek reimbursement from the student, parent/legal guardian for the cost of any new classes of enrollment which have been paid for using District funds.
- J. By October 15<sup>th</sup> (for spring semester classes) or March 15<sup>th</sup> (for fall semester classes), the Hortonville Area School District Board of Education will act on all requests and notify the pupil if Start College Now coursework will be approved for high school credit and how much credit will be awarded. (Students enrolled in a college approved credit class will receive .25 high school credits for each one (1) credit of college coursework successfully completed.) All Board action will be dependent on reports and recommendations of the High School Principal.
- K. The student and his/her parent/legal guardian acknowledge that the Wisconsin institute of higher education or the Hortonville Area School District is under no obligation to provide a chair for a student in a college class. Student access to the class is based on space available.
- L. The student/parent/legal guardian shall notify the Principal if space is not available in the approved class. The student may request, through written notice to the Principal, to approve a substitute or alternate class or the previously approved course.

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- M. A pupil participating in the program may appeal the Hortonville Area School District Board of Education's decision not to award high school credit to the State Superintendent of Public Instruction within thirty (30) days of the decision.
- N. The State Superintendent has final authority to decide if the pupil should be awarded high school credit for Start College Now course work pursued under this program.
- O. The Hortonville Area School District acknowledges it shall make a good faith effort to abide by all requirements as started in Wisconsin State Statute 118.55 and PI Wisconsin Administrative Code PI 40.04(3)(a).

Responsibilities are as follows:

### **Student/Parent Specific Responsibilities:**

1. Complete 10<sup>th</sup> grade and be in good academic standing. (Program is available to 11<sup>th</sup> and 12<sup>th</sup> grade students.)
2. Complete the application for the Start College Now Program which may be obtained in the Counseling Office or on the Wisconsin Technical College System website.
3. Submit the completed form (including student/parent/guardian signatures) no later than March 1 for fall semester courses and October 1 for spring semester courses to Counseling Office.
4. The high school principal will review and submit to the Board of Education in the district in which the student resides for approval or denial.
5. If the student disagrees with the school board's decision regarding comparability of courses or satisfaction of high school graduation requirements, the student may appeal the school board's decision to the state superintendent within 30 days after the decision.
6. Transportation to and/or from the technical college is the student's responsibility.

### **High School District Responsibilities:**

1. Collaborate with the technical college in which the student is enrolled, at least 30 days before the beginning of the technical college semester to ensure comparable course and graduation requirements.
2. Confirm the technical college application due date.
3. Submit payment to the technical college, in two installments payable upon initial enrollment and at the end of the semester, for those courses taken for high school credit. The amount charged should be equal to the cost of tuition, course fees, and books for a student who is attending the technical college and is a resident of this state.
4. Engage in ongoing communication and support with the student enrolled in the technical college.
5. **Coordinate with the technical college's career prep coordinator.**

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## **Technical College Responsibilities:**

1. Admit the student to the technical college if he or she meets the requirements; prerequisites of the course or courses and if there is space available in the course for which the student applied. Space availability will be determined once all other eligible recipients have been admitted to the course.
2. Collaborate with the high school district at least 30 days before the beginning of the technical college semester in which the student will be enrolled. Notify the student, in writing, if a course in which the student will be enrolled does not meet the high school graduation requirements and whether the course is comparable to a course offered in the high school district.
3. Ensure that the student's educational program meets the high school graduation requirements under s.118.33.

Wis. Stats. 118.15(1)(b)  
PI 40.04(3)(a) Wisconsin Administrative Code  
38.12(14), Wis. Stats.