

# Canal Winchester High School CCP Information Guide

## 2021 – 2022

### What is College Credit Plus (CCP)?

College Credit Plus is Ohio's dual enrollment program that gives students an opportunity to be enrolled in both high school and college course work at the same time. Eligible students can take a course and earn high school and college credit that appears on both their high school and college transcripts, called dual credit. Students can take courses during the fall semester, spring semester, or summer semester. Students who qualify can register for courses offered at Canal Winchester High School through Columbus State Community College (CSCC), or take classes On-Campus/Online through a college. The purpose of the program is to enhance students' career readiness and postsecondary success, while providing a wide variety of options to college and career-ready students, at no or limited cost to students and families.

### Advantages of College Credit Plus

- Students may earn college credit and high school credit upon successful completion of the course
- Accelerate achievement of educational goals
- Increase the rigor and challenge of course offerings while in high school
- Decrease the cost of college course tuition by taking college courses in High School
- Earn transferable college credit to universities students will attend after high school graduation

### Things to Consider about College Credit Plus

- More rigorous coursework and responsibilities
- Grades in college course impact a student's high school GPA
- Students are responsible for transportation to courses On-Campus at the college
- Students are responsible for communicating with college professors and advisors and advocating for their specific needs
- Taking online courses require increased student motivation and diminish benefits of in-person instruction
- Students need to consider time management and organizational skills

### How are College credits converted to High School credits?

*1 high school credit converts to 3.0 college credits. Any college credits exceeding 3.0 credits convert to 1.0 high school credits.*

5 college semester credits = 1.0 high school credit  
4 college semester credits = 1.0 high school credit  
3 college semester credits = 1.0 high school credit  
2 college semester credits = .67 high school credit  
1 college semester credit = .33 high school credit

### **How will college credits earned in high school transfer to colleges/universities students will attend after high school graduation?**

Many courses earned through the College Credit Plus program are transferable to public institutions in Ohio. Colleges might consider courses on a case-by-case basis to try to find an equivalent at their institution. Students can visit websites such as [transfercredit.ohio.gov](http://transfercredit.ohio.gov) or [transferology.com](http://transferology.com) to check transferable credits between colleges.

### **What colleges/universities offer CCP courses?**

All public universities in Ohio offer CCP programs that students may participate in. CWHS has a partnership with Columbus State Community College (CSCC), so majority of our students take courses through CSCC. The colleges in the area include:

1. Columbus State Community College (CSCC)
2. Ohio University – Lancaster
3. Ohio State University – The Academy Program
4. Mount Vernon Nazarene University
5. Otterbein University

### **How many credits is a student permitted to take each year (maximum credits)?**

Students are limited to a maximum of 30 semester credits per academic year, including both college and high school credits. Students wishing to earn more than 30 semester credits per academic year will be responsible for the cost of attendance for each credit above the 30 maximum credit limit. These 30 semester credits include summer courses. The summer term will apply as the first term of the next school year, so a student's max credits for the 2021-2022 school year include courses taken in the Summer semester of 2021, Fall semester of 2021, and Spring semester of 2022.

Each student will have a different amount of maximum credits they are permitted to take each year, depending on how many high school courses they are enrolled in. Students are responsible for ensuring their maximum credits do not exceed their specific maximum credit limit. The calculation of max credits is shown below. *High School credits are multiplied by 3 because a typical semester course at the college level is worth 3 credit hours.*

**30 – (high school only credits x 3) = Maximum number of CCP credit hours a student can take each year**

**Example:** A student is taking 4 high school courses at CWHS. So, the maximum number of CCP credits this student could take is 18 CCP credits.

**30 – (4 x 3) = 18** (18 would be this student's maximum CCP credits permitted for the school year, including summer courses)

### **What is FERPA (Family Educational Rights and Privacy ACT)?**

If a student is attending a postsecondary institution – at any age – the rights under FERPA are transferred to the student. CCP students are college students and are subject to FERPA. For regular college students, this means that college records are not released to anyone, even parents, without written permission/release from the student. If a CCP student would like to waive their FERPA rights and share information with parents/guardians, they must sign a FERPA waiver through the college/university.

### **How do students acquire their required textbooks for a CCP course?**

College Credit Plus law states that the School District in which the student attends is responsible for providing instructional tools (textbooks) for CCP students. Any CWHS student taking a CCP course on a College Campus or Online must obtain a list of textbooks for their courses from the college. Students taking CCP courses at CWHS will have their books provided to them.

The CWHS library is in charge of ordering textbooks, but they do not hold information about specific courses students are enrolled in or textbook information. It is the student's responsibility to provide the CWHS Library with the necessary textbook information. The textbooks are property of CWHS and must be returned undamaged at the end of the semester. Students must sign the CWHS CCP Textbook Policy Form in order to obtain any books for CCP Courses. *Students will turn in this form to the CWHS Counseling Office by **May 1<sup>st</sup>, 2021**.*

### **What happens if a CCP student fails or withdraws from a course?**

If a CCP student fails or withdraws too late from a college course, the district can require families to repay the district for the costs. The repayment will be added to students' fees.

CCP Probation: A student is placed on CCP Probation when the student:

1. Has earned lower than a cumulative 2.0 GPA in college courses, or
2. Withdraws from two or more courses in the same term

When on CCP Probation, the student:

1. May only enroll in **ONE** CCP courses for one college term (semester)
2. May not enroll in a college course in the same subject in which a student previously earned a D or F
  - a. A different course in the same subject area may be allowable
  - b. Example: If a student failed a course in English Composition, they could take a course in English Literature, but not another composition course

### **How do students find their grades in CCP courses?**

Students taking CCP courses are responsible for staying up-to-date on course grades and communicating with college professors concerning grades. CWHS staff is not permitted to discuss student's grades in courses without a signed FERPA waiver through the college. The CWHS Counseling Office does not have information regarding course grades, assignments, or any other specifics in CCP courses. Students will find their course grades and assignments on Blackboard, which is the platform used by most colleges/universities for professors to post

course related material. Grades will not be posted on PowerSchool. It is important for students to check their *college email* regularly, even if they are taking CCP courses at the high school only.

**How does a student take a placement test or send in qualifying ACT/SAT scores for CSCC courses?**

Placement tests are given to determine students' proficiency in order to place them into the correct college level courses. Students can NOT take any CCP courses at CWHS or any courses on campus/online through CSCC without proper test scores. If students wish to send qualifying ACT/SAT scores, they must be sent *directly* from the testing website to CSCC. For qualifying test scores and testing center availability please at CSCC visit:

**<https://www.csc.edu/admissions/placement-testing/college-credit-plus>**

**What is the process for students to participate in CCP at CWHS?**

The CWHS Counseling Office has created information packets outlining the process and steps students need to take in order to participate and be eligible to take CCP courses. There is a process for taking courses at CWHS and a process for taking courses Online or On-Campus at a college/university. If a student wants to take courses at CWHS and Online/On-Campus at a college/university they need to complete all necessary steps for both processes. The information packets will be available in the CWHS Counseling Office and on CWHS Website. *Students must pay attention to deadlines and stay up-to-date on CCP information.*

Courses taken at CWHS:

If a student is taking CCP courses at CWHS they will be taught by a high school teacher. The high school teacher is considered a college professor and the course will be taught as a college course. CWHS partners with Columbus State Community College (CSCC), so all courses offered at CWHS are Columbus State courses. Students taking courses at CWHS will follow Columbus State's CCP admission process, outlined in the table below.

Courses taken On-Campus/Online at a college/university:

If a student is taking courses On-Campus/Online at a college/university they must apply and follow the CCP requirements of the college/university. Students should check their emails for important information from the college/university and be aware of their program deadlines. Students are responsible for staying up-to-date on important CWHS information pertaining to things such as prom, cap and gown, graduation requirements, testing, etc.

The general outline of the CCP process at CWHS is shown below:

Process for students taking CCP courses at CWHS	Process for students taking classes On-Campus/Online at a college/university
<p><b>Step One:</b> Students must turn in the <b>Intent to Participate</b> and <b>CCP Consent Form</b> to CWHS Counseling Office by <u>May 1<sup>st</sup>, 2021</u>. <i>These forms must be signed by a Parent/Guardian.</i></p>	<p><b>Step One:</b> Students must turn in the <b>Intent to Participate, CCP Consent Form, and Textbook Policy Form</b> to CWHS Counseling Office by <u>May 1<sup>st</sup>, 2021</u>. <i>These forms must be signed by a Parent/Guardian.</i></p>
<p><b>Step Two:</b> Students must <b>apply to CSCC as a CCP student by May 1<sup>st</sup>, 2021</b>. Students must <b>submit their Cougar ID via Google Form</b> shared by the Counseling office by May 1<sup>st</sup> to show that the student has applied.</p>	<p><b>Step Two:</b> Students must <b>apply to the College/University</b> they want to attend and follow their admissions process. Pay attention to deadlines provided by the college.</p>
<p><b>Step Three:</b> <i>If</i> students would like to allow Parents/Guardians to communicate with CSCC Professors, including CWHS Staff, about their grades in CCP Courses, they must complete the <b>FERPA Waiver</b>. Students will turn in their completed FERPA Waiver to the Counseling Office by <b>May 1<sup>st</sup>, 2021</b></p>	<p><b>Step Three:</b> If students plan to take classes at CSCC, they must turn in a <b>Course Registration Form</b> to the CWHS Counseling Office. <b>CSCC Registration for Fall Courses opens April 19<sup>th</sup>, 2021</b>. The sooner students submit their Registration the better changes they have to get into the course.</p>
<p><b>Step Four:</b> Students must <b>complete their placement tests</b> by <u>June 1<sup>st</sup>, 2021</u>. Students will complete the Google Form shared by the Counseling Office stating they have taken the Placement Test through CSCC (<i>called the Accuplacer</i>) or sent in qualifying ACT/SAT Scores to CSCC by <b>June 1<sup>st</sup>, 2021</b>.</p>	<p><b>Step Four:</b> Students will need to <b>take Placements Tests</b> or <b>submit ACT/SAT scores</b> to the college they want to attend based on the College/University's requirements. <i>Follow the college/university process for submitting placement scores.</i></p>

### Resources and Links

1. Students should pick up a CCP Packet from the Counseling Office or download it from the CWHS Website. It outlines the process and includes all necessary forms. Forms can also be downloaded from the CWHS Website.
2. Link to the Ohio Department of Education CCP Website: *The FAQ Section is very helpful*  
[https://www.ohiohighered.org/content/college\\_credit\\_plus\\_about](https://www.ohiohighered.org/content/college_credit_plus_about)
3. Link to CWHS Website:
4. Link to CSCC's CCP Website: <https://www.csc.edu/academics/college-credit-plus/>

### Contacts

CWHS CCP Coordinator  
Leigh Siedlak  
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## College Representative Contacts

1. Columbus State Community College (CSCC)  
CCP Advisor: Michelle Miller Owens  
Email: [mmillero@csc.edu](mailto:mmillero@csc.edu)  
Phone: (614) 287 – 5223
2. Ohio University – Lancaster (OUL)  
CCP Advisor: Amy Miller  
Email: [Millera2@ohio.edu](mailto:Millera2@ohio.edu)  
Phone: (740) 681 – 3310
3. Otterbein University  
CCP Advisor: Katie Lovera  
Email: [klovera@otterbein.edu](mailto:klovera@otterbein.edu)  
Phone: (614) 823 – 1207
4. Ohio State University (OSU) – The Academy Program  
CCP Advisor: Michelle Brown  
Email: [ESUE-Academy@osu.edu](mailto:ESUE-Academy@osu.edu)  
Phone: (614) 292-3980
5. Mount Vernon Nazarene University  
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