

POST-SECONDARY PLANNING AND ENROLLMENT OPTIONS

- 1.0 Preparation for Post-Secondary Opportunities.
 - 1.1 Students are encouraged to plan for post-secondary opportunities so they will be adequately prepared upon graduation from high school. Each student who enrolls in the sixth (6th) grade will begin to develop an Individual Career and Academic Plan (ICAP).
 - 1.2 The Superintendent or designee shall provide on or before December 31 of each school year names and mailing addresses of students in eighth (8th) grade to the Colorado Commission on Higher Education (CCHE) for the purpose of notifying parents of higher education admission requirements. The CCHE will provide information to the parents/guardians of eighth (8th) grade students about the admission requirements for institutions of higher education in Colorado. In addition, the District will make information available to these same parents/guardians about the courses the District offers that meet the CCHE admission requirements. This information will be made available to parents/guardians prior to the student's enrollment in his or her ninth (9th) grade courses.
 - 1.3 Beginning in ninth (9th) grade, District personnel shall assist students to develop and maintain individual career and academic plans (ICAP). The student's career and academic plan will be designed to assist the student and the student's parent/guardian in exploring the post-secondary career and educational opportunities available to the student, aligning course work and curriculum, applying to post-secondary education institutions, securing financial aid and ultimately entering the workforce.
- 2.0 Concurrent Enrollment Options.
 - 2.1 **Eligibility.** Only qualified students may participate in the concurrent enrollment options described in this section. A student is a qualified student if he or she is in 9th through 12th grade, less than 21 years of age, and seeking to enroll in postsecondary courses offered by approved institutions of higher education that exceed in rigor and scope the courses offered by the District.
 - 2.2 **Procedure.** Qualified students seeking to enroll in postsecondary courses at the District's expense and receive high school credit for such courses shall follow the following procedure:
 - 2.2.1 **Academic plan of study.** The qualified student shall establish, in consultation with the school principal or designee, an academic plan of study that aligns with the student's ICAP and describes all of the courses (including postsecondary courses) the student intends to complete to satisfy the District's high school graduation requirements. Prior to the qualified student's enrollment in a postsecondary course, the principal shall review and approve the student's academic plan of study in accordance with applicable State Board of Education rules.
 - 2.2.2 **Application.** The qualified student shall complete the District's concurrent enrollment application form and submit it to the school principal at least 60 days prior to the end of the academic term immediately preceding the term of the student's proposed enrollment in a postsecondary course. The requested postsecondary course(s) on the student's application shall be consistent with the

student's approved academic plan of study. The school principal may waive the 60 day requirement at his or her discretion. The school principal shall approve or disapprove the student's application in accordance with this policy and shall notify the student of the decision. The decision of the school principal shall be final.

- 2.3 **Academic Credit.** Academic credit granted for postsecondary courses successfully completed by a qualified student shall count as high school credit toward the District's graduation requirements, unless such credit is denied. High school credit shall be denied for postsecondary courses that do not meet or exceed the District's standards. High school credit shall also be denied for a postsecondary course substantially similar to a course offered by the District, unless the qualified student's enrollment in the postsecondary course is approved due to a scheduling conflict or other reason deemed legitimate by the District. Concurrent enrollment is not available for summer school. Credit for remedial or basic skills courses will only be granted for students in 12th grade, and only as required by law.
- 2.4 **Agreement with institution of higher education.** When a qualified student seeks to enroll in postsecondary courses at an institution of higher education and receive high school credit for such courses, the District and the participating institution shall enter into a written cooperative agreement in accordance with the state law.
- 2.5 **Payment of tuition.**
- 2.5.1 The District shall pay the tuition for no more than two (2) classes constituting no more than eight (8) credit hours per academic term of postsecondary courses successfully completed by a qualified student and for which the qualified student receives high school credit.
- 2.5.2 The tuition paid by the District for the qualified student's successful completion of an approved postsecondary course shall be in accordance with law and the District's cooperative agreement with the institution of higher education. The institution of higher education may charge additional tuition and/or associated fees to the qualified student or the student's parent/guardian in addition to the tuition paid by the District.
- 2.5.3 Prior to paying the tuition for any qualified student, the District shall require the student and student's parent/guardian to sign an agreement stating if the student fails or otherwise does not complete the postsecondary course for any reason without consent of the principal of the high school in which the student is enrolled, the student and/or the student's parent/guardian shall repay the amount of tuition paid by the District on the student's behalf.
- 2.6 **Transportation.** The District shall not provide or pay for the qualified student's transportation to the institution of higher education.
- 2.7 **Notice.** Information about concurrent enrollment options shall be made available to high school students and their parents/guardians on an annual basis.

- 2.8 **Eligibility for High School Activities.** Students who attend institutions of higher education in accordance with this policy shall still be considered as enrolled in the District, and such students' eligibility to participate in high school activities shall be determined without regard to enrollment in post-secondary courses.

LEGAL REFERENCES:

C.R.S. 22-35-101 et seq.

C.R.S. 22-32-109 (1) (ff) (I)

1 CCR 301-33

Adams 12 Five Star Schools

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