

Field Local Schools



PARENT & STUDENT HANDBOOK

2023-24



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What Is College Credit Plus?

College Credit Plus (CCP) is an initiative created by the Ohio Legislature, which began in the 2015-2016 school year. It mandates that students in grades 7-12 have the opportunity to take courses from which they can earn college credit and high school credit concurrently. In the past, we offered college and high school credit through Post-Secondary Enrollment and Dual Enrollment courses, but CCP streamlines those two entities under one unified program with standardized rules and procedures for school districts and colleges to follow. Summer, Fall, and Spring terms are covered under CCP.

Required Counseling Session

The state requires that all College Credit Plus participants be thoroughly informed about CCP before registering for college courses. An evening informational session as well as a dedicated College Credit Plus section on the Field HS Counseling website will be available to parents and students. If you are unable to attend this session, it is the student/parent's responsibility to obtain the missed material or attend an alternate counseling session.

College Credit Plus Eligibility

Grade 7-12: To be accepted to a college or university, a student must show they are college-ready. Each college will have their own guidelines regarding what determines college readiness, typically this is an ACT or Accuplacer Test score and/or GPA requirement (for more selective institutions). No college may place different admission requirements on CCP students than they have for any other prospective students. Below are the college-ready scores. Students who do not meet these scores, but have a 3.0 GPA and counselor recommendation can still apply for CCP.

Remediation-Free ACT/SAT Scores		
Subject	ACT	SAT - Taken After March 1, 2016
English Language Arts	English subscore of 18 (or higher)	Evidence-Based Reading and Writing (EBRW) 480 (or higher)
	Reading subscore of 22 (or higher)	
Mathematics	Mathematics subscore of 22 (or higher)	Mathematics 530 (or higher)

CCP & End-of-Course Exams

College Credit Plus (CCP) does not replace the requirements to earn a high school diploma. Even if you are enrolled in college courses, you must take the end-of-course exams in English II, Algebra I, Geometry, and Biology. You do not have to take the end-of-course exams American Government and American History if you are enrolled in College Credit Plus courses that substitute for these courses. A CCP student's end-of-course grades in American Government and American History will correspond with a point scale used for graduation requirements.

How to Apply for College Credit Plus

Each college will have an application form (online or paper) and admission and placement process to admit students to the CCP program. The Counselors at Field High School will be able to assist students and parents with the process. Please plan to complete the application process well in advance of the university or college deadline(s). Deadlines are specific to each individual institution.

Participating Colleges and Universities

All local public school districts and state-funded institutions of higher learning **must** participate in the College Credit Plus program. Nonpublic secondary and post-secondary schools **may** participate. Funding for taking a College Credit Plus course from a **public** institution or university, including tuition, fees, books, and materials, will be managed by the Ohio Department of Education and the local school district. Taking a College Credit Plus course from a private college or university will likely have tuition and costs involved at the family's expense. Students who qualify for the free and reduced lunch program might not have to pay fees to a private college.

A map showing all Ohio Public colleges can be found at
<https://highered.ohio.gov/about/ohios-campuses>

Information on Ohio private colleges can be found at
<https://www.aicuo.edu/colleges>

College Credit Plus Costs

FIELD LOCAL SCHOOLS COSTS: Students will only be charged if they **withdraw after the penalty-free period or fail a course.**

PUBLIC COLLEGE COSTS: Public colleges **will not charge** any fees for a student who takes a CCP course. Students will only be charged if they **withdraw after the penalty-free period or fail a course.**

PRIVATE COLLEGE COSTS: Private colleges **may charge** a discounted amount to a student who takes a CCP course unless a student is verified as economically disadvantaged. Students will be charged if they **withdraw after the penalty-free period or fail a course.**

*There may be fees for homeschooled students.

Amount of Credits a Student Can Earn

Students may earn up to 30 college credits **per year** and 120 college credits **total** during grades 7-12. The amount of credit hours a student can take through CCP courses is reduced if traditional middle or high school courses are taken during the school day. Talk with the Field HS Counselor to determine the exact number of credits you can take. CCP is covered for Summer, Fall, and Spring Terms.

Textbook Policy

Textbooks are covered costs under the College Credit Plus program. The district has a library of CCP books that can be borrowed before books are purchased. Used books will be purchased when available. Students are responsible for picking up textbooks at their college institutions if they cannot be delivered to the student's home.

DO NOT purchase textbooks on your own or bill books to the district without district approval. All district-purchased textbooks and materials are the property of Field Local Schools and must be returned immediately after final exams. Families will be charged for any unreturned textbooks.

Please be mindful of the books and materials needed for each CCP course. It is your responsibility to obtain these items before the start of the class. The following steps should be followed to get books and materials.

- 1) Check the Field HS Library CCP Book Collection.
- 2) Purchase through the University or College Bookstore using the CCP student process.
- 3) Talk to your HS Counselor to request a CCP book that cannot be found elsewhere.

How Many HS Credits are CCP Courses Worth?

- 1 CCP Credit Hour = .33 HS Credit
- 2 CCP Credit Hours = .67 HS Credit
- 3 CCP Credit Hours = 1 HS Credit

College Transcripts

Students who participate in College Credit Plus are responsible for requesting their college transcript from the institution issuing the College Credit Plus (CCP) credit. Field High School is NOT able to request transcripts on behalf of the student.

Students should request their college transcripts to be sent to the college/university they plan to attend after graduation from high school and completion of the CCP coursework. Student-athletes who will be competing in Division 1 or 2 athletics in college should request their college transcripts be sent to the NCAA as well.

*Students are responsible for paying any transcript request fees.

Effect on Freshman Scholarships

Upon a student's graduation from high school, participation in the College Credit Plus program shall not affect the student's eligibility at any Ohio public college for scholarships or for other benefits or opportunities that are available to first-time college students and are awarded by that college, regardless of the number of credit hours the student completed under the program.

Academic Probation

- A student earning under a 2.0 GPA or withdrawing from two courses or more in the same semester will be placed on CCP probation.
- The next semester the student will only be able to take one CCP college course AT ALL INSTITUTIONS and the course cannot be in the same subject area in which a grade of D or F was previously earned.
- A student on CCP probation may only appeal the ability to take a course in the same subject in which he or she previously earned a D, F, or received no credit..
- Once college GPA improves to 2.0 or higher, the student is off probation.
- If after two consecutive semesters the student is still on probation, he/she will be dismissed from CCP, and will NOT be able to take any college courses the following academic term at any institution.

*Each college/university has their own probation policy which may supersede these rules.

Athletic Eligibility

Students who participate in OHSAA athletic sports must be passing 5 core courses to be eligible. Each 3-semester hour college course counts as two core courses. Students who fail CCP courses may be in jeopardy of being ineligible for sports depending on the number of credit hours taken. Students will be responsible for providing the Athletic Director with Quarter 1 and Quarter 3 grades since the college does not provide these to Field High School.

Summer CCP

The College Credit Plus Program includes courses taken during the summer term. The summer term will apply to the first term of the next school year when calculating 30 hours per year. A student cannot participate in a summer term that begins after the student's anticipated graduation date. Note that summer terms do not impact athletic eligibility

College Courses Offered at FHS

English Courses

College Writing I - College Credit Granted by Kent State University

College Writing II - College Credit Granted by Kent State University

Fiction Appreciation - College Credit Granted by The University of Akron

Shakespeare and His World - College Credit Granted by The University of Akron

Social Science Courses

American Dreams - Intro to U.S. History - College Credit Granted by Youngstown State University

Discovering World History - College Credit Granted by Youngstown State University

CCP Courses will be offered at Field High School if there is sufficient enrollment.

Working CCP Courses into a Student's Schedule

Classes Taken at Field

CCP courses are scheduled into a student's regular school day like any other course available at the high school.

Classes Taken on a College Campus

Students must communicate with the High School Counselor and their college advisor to discuss their schedule. Students are responsible for registering for on-campus college courses that will fit within their day or evening and allows for participation in all other courses and activities needed. College courses are offered in the evening and during the day, but availability may be restricted, so communicate with both the high school and college.

If a change in the high school schedule occurs (two-hour delay, testing schedule, etc.) that causes school and college courses to overlap, students are excused from their overlapping school course for that day to attend their college course.

Classes Taken Online

Students taking an asynchronous online course may complete that coursework any time of the day by the deadlines provided by the instructor. Students may complete this work at home in the evening and/or during a scheduled study hall period at school.

Synchronous online courses are scheduled at a particular time of the day and should be handled like an on-campus class making sure students have time to attend whether during the day or in the evening.

How Many CCP Courses Can My Student Take?

Students may take up to 30 credit hours per school year. For each non-CCP high school course a student takes, 3 hours are subtracted from the 30 hours allowed for each school year. The chart below shows how many CCP hours a student may enroll in each semester as determined by the number of school credits they are taking.

Students who register for more than 30 credit hours will be responsible to pay for the entire course that placed them over the 30-hour limit.

Number of classes taken at school during a given YEAR	Minimum number of CCP semester hours you MUST take in same YEAR	Maximum number of CCP semester hours you MAY take in same YEAR
0	15	30
1	12	27
2	9	24
3	6	21
4	3	18
5	0	15
6	0	12
7	0	9

Level 1 Courses

Beginning in 2018-19, students must complete 15 hours in Level 1 courses before taking any other courses. Remedial courses are not covered by CCP.

Courses Not Covered Under CCP

- Courses that are ineligible for CCP:
 - Remedial courses
 - Religious courses, excludes the history of a religion
 - Pass/Fail courses
 - Physical Education
 - Study Abroad programs
 - High Fee courses (such as Aviation)
 - Lessons or 1-to-1 instruction courses

HS Equivalencies of CCP Courses

Below is a common list of college academic disciplines with their Field High School subject area.

This is not an exhaustive list, and a conversation between the student and school counselor should occur before enrolling in an on-campus or online CCP course to determine the corresponding high school graduation course that will be satisfied.

FIELD HS SUBJECT AREA	COMMON COLLEGE ACADEMIC DISCIPLINE EQUIVALENTS
English	English, Communication, Journalism, Humanities
Math	Math, Statistics
Science	Biology, Chemistry, Physics, Anatomy
Social Studies	History, Psych, Sociology, Economics, Polit. Sci., Govt, Philosophy
Health	Health Sciences, Dietetics, Nutrition
Physical Education	Not Offered through CCP
World Language	World Language
Art (Fine/Performing)	Art, Music, Theater, Dance

FERPA (Family Educational Rights and Privacy ACT)

The Family Education Rights and Privacy Act (FERPA), part 99, subpart(D)(\$99.31)(a)(8) allows a postsecondary institution of higher education to disclose a minor student's personally identifiable information from education records to that student's parent(s) or to the legal guardian of the dependent child, without prior authorization by the student. An education record would include grades published as the student's progress in the course.

Advantages and Risks of Taking CCP Courses

Advantages

- +Opportunity to take courses not offered at school.
- +Opportunity to experience college-level work before making a college decision.
- +Opportunity to take academically challenging courses.
- +Opportunity to earn both high school and college credit at no or little cost.
- +The support services of the Field High School Counselor, the college CCP advisor, and any other services the college campus offers its students.

Risks

- Family will be charged for late withdrawal or failure of a course.
- Withdrawal or failure could affect credits needed for graduation.
- Increased responsibility for learning and staying organized.
- Reduced opportunity for extracurricular activities if courses are on-campus.
- Grades in CCP courses will affect the student's high school GPA.
- Need to plan for travel time and cost of transportation to on-campus classes. -No guarantee that students will get the courses they would like.
- May experience some social discomfort when interacting with older students.

How Do I Know If My Student is Ready for CCP?

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

- **Independent Learner** – is able to work independently and grasp concepts quickly.
- **Organized** – is able to maintain multiple courses with multiple teacher expectations and work deadlines.
- **Present** – is able to attend each scheduled class on time. Students who are absent from CCP courses tend not to do well.
- **Academically Prepared** – loves to learn and is ready for the challenge of college work.
- **Socially Prepared/Mature** – is ready to work alongside older students when taking courses at a college.
- **Strong Communicator** – is able to ask for help when needed and speak to others in the class as well as get needed information about breaks, deadlines, etc.

This is not an exhaustive list, and many students are successful in college-level courses. Academic preparedness is very important to success in CCP courses as a student must be “college-ready” based on transcript review and certain testing by the college.

Effect of CCP Courses on HS GPA

Grades from CCP Courses will be calculated into the student's cumulative GPA upon the receipt of the final grades from the university or college. Grades will be calculated on an equivalent scale to grades earned at Field HS.

Transferability of CCP Credits

Ohio Public Colleges

Per Ohio law, all Ohio Public Colleges must accept credits from other Ohio Public Colleges. However, credits transferred from one public college to another will not necessarily fulfill the credit requirements of a specific major, even if it is from a similar department; and may instead be counted as elective credit.

Private Colleges

Private colleges do not have to accept transfer credit from other universities, nor do public universities have to accept credit from private universities. Transfer credit between public and private colleges will be evaluated on a case-by-case basis by the institution you are seeking to attend.

Academically Selective Colleges

The more academically selective a college, the less likely it is to accept transfer credit.

Rule of Thumb

Always check with the admissions office of any colleges of interest to discuss the transferability of any past, present, or future CCP courses. The following website shows what college credits are transferable and where they may be transferred within Ohio. This site does not provide an exhaustive list of every transferable credit to every college. Students must communicate with the admissions offices of colleges of interest.

[https://transfercredit.ohio.gov/students/student-programs/credit-transfer-tool/
tool/credit-transfer-tool](https://transfercredit.ohio.gov/students/student-programs/credit-transfer-tool/tool/credit-transfer-tool)

College Credit Plus - Checklist

You must complete these steps if you plan to participate in CCP next year.

1. ____ Attend CCP Informational Meeting in the fall.
2. ____ Complete required forms & return to **your School Counselor by 4/1**
 - ____ Intent Form (Front and Back)
 - ____ Textbook Policy Form
 - ____ Parent Consent/Mature Content Form
3. ____ Apply to the college(s) of choice (refer to individual college deadline)
4. ____ Take on-campus placement test if required
5. ____ Receive an email/letter from college with admission and/or additional instructions
6. ____ Meet with HS Counselor after admission notification
6. ____ Attend online or in-person orientation, if required
7. ____ Meet with college advisor, if required
8. ____ Continue to check your school and college email for announcements

You must complete these steps before June 6, 2024, to participate in CCP for the 24-25 school year.

PLEASE REMEMBER:

- You are not to apply to any college without first completing the Intent forms.
- Check your high school and college e-mail regularly. This is the primary mode of communication with the post-secondary school.
- You are entering into a relationship with a college and are responsible for all requirements and policies including college FERPA agreements.
- Textbooks acquired by means other than through our policy structure will be subject to payment by the student.
- Students dropping a course after the penalty-free withdrawal date or earning a failing grade must reimburse the district for all course costs including tuition and books.
- All books and materials purchased by the district are the property of Field Local Schools and must be returned promptly after the semester ends.