



ACPA College Credit Plus Information Guide

College Credit Plus Overview

College Credit Plus is a program that gives high school students an opportunity to be enrolled in both high school and college course work at the same time. Students must qualify academically and the tuition will be at a reduced rate. College Credit Plus replaces Ohio's Post-Secondary Enrollment Options program (PSEO) and all dual enrollment programs.

Advantages of College Credit Plus

For the student who is eligible for College Credit Plus they must be academically and developmentally ready for college level courses and be willing to follow the procedures outlined by the university while still in high school. If a student is academically and developmentally ready they will enjoy the following benefits:

- Earn transcribed college credit and high school credit upon successful completion of the course at no cost to the student
- Accelerate achievement of educational goals
- Eliminate duplication of high school and college course content
- Increase the rigor and challenge of course offerings while in high school
- Decrease the cost of college with course tuition offered at a reduced rate

Eligibility

Any ACPA student that demonstrates college-readiness and submits qualifying ACT, SAT, Accuplacer, or other placement test scores corresponding to the courses for which they intend to register is eligible. If a student does not meet the acceptable scores set by the college, but is within one Standard Error of Measurement and either has a 3.0 GPA or receives a recommendation, the student is eligible.

What does it mean to be college ready?

Many different types of criteria can define college-readiness. Below is a list of criteria ACPA believes are indicators of college readiness in students:

- Prepared for college level course material
- Demonstrates responsibility both academically and socially



- Academically: Turning in assignments on time, using professor office hours, etc.
- Socially: Student ready to be on a college campus with older students
- Self-advocate
 - Keeping in touch with counselor about college grades
 - Applying for college as an undergraduate
 - On track to complete all the ACPA requirements for graduation

What is the difference between Advanced Placement and College Credit Plus?

Both of these options carry college credit at many post-secondary institutions. To earn college credit for an Advanced Placement class, a student must take a national AP exam in May and score a certain level to earn college credit. Typically a 3 or higher of the possible 5 points must be earned to receive college credit. College Credit Plus is based on daily performance and assessments conducted in the classroom. A student must earn a grade of a “C” or higher to accrue college credit.

College Credit Plus and classes at ACPA

Students have the option to take classes entirely at a college/university, entirely at ACPA, or take classes at both ACPA and a college/university. Students and parents should understand if a student plans to take classes only at ACPA, students are required to take 5 classes. If students are enrolling in classes for College Credit Plus, the expectation is that students will take classes for both semesters, and should students choose to take only one semester at the college/university, they are then expected to take 5 classes at ACPA during the next semester.

What colleges/universities partner with ACPA?

The Arts & College Preparatory Academy has a partnership with Columbus State Community College. See the end of this packet for possible pathways. However, students are encouraged to apply to any college they wish to attend and where College Credit Plus is offered. ACPA will offer a College Credit Plus English & History course at ACPA for the 2018-2019 school year through Columbus State. Students will need to test and apply to Columbus State to be eligible for the course.

What are the steps my student needs to complete to participate in the College Credit Plus program?

STEP 1: Decide

Decide if participation is in your best interest. This should be an individual decision for each student. Discuss with your parents and counselor, they know you best and can help you make a good decision.

STEP 2: Complete the ACPA Letter of Intent to Participate Form. Return the completed form, signed by students and parents to your counselor by April 1st.

STEP 3: Apply to the College/University

- **Columbus State Community College**



- Step 1: Apply to CSCC at the following link: <https://www.cscce.edu/academics/college-credit-plus/> Be sure to check “Taking classes while in middle school/high school (College Credit Plus)” and indicate you attend The Arts & College Preparatory Academy.
- Step 2: Students must demonstrate college readiness by submitting qualifying ACT, SAT or Accuplacer test scores corresponding to the courses for which they intend to register. Columbus State’s ACT school code is 3261. Scores must be in the CSCC system typically no later than June for Autumn admission.

• **The Ohio State University—Academy Program**

- Step 1: Apply to The Ohio State University Academy Program at the following link: <https://academy-ccp.osu.edu/home>
- Step 2: The application should include: A 300-word essay, a completed High School Information Form, transcript, and students must demonstrate college readiness by submitting ACT/SAT scores to OSU. Students must meet academic standards that are equal to students currently enrolled at OSU.

STEP 4: Sign up and take placement test required by college/university BEFORE the deadline indicated by the college/university. **Juniors will be taking an ACT at ACPA on February 27th, 2018.** It is good practice to take the test twice, so students may want to sign up for one of the following test options.

• ACT

Test Date	Registration Deadline	Late Registration Deadline
February 10 th , 2018	January 12 th , 2018	January 13 th -19 th , 2018
April 14 th , 2018	March 9 th , 2018	March 10 th -23 rd , 2018

• SAT

Test Date	Registration Deadline	Late Registration Deadline
March 10 th , 2018	February 9 th , 2018	February 28 th , 2018
May 5 th , 2018	April 6 th , 2018	April 25 th , 2018

• Accuplacer

- Taken at Columbus State Community College
 - Students will want to take the placement test in the subject area they wish to take courses. For more information, please visit:
 - <http://www.cscce.edu/admissions/placement-testing/college-credit-plus.shtml>
 - There is no need to schedule a time to take the test you can walk in at any of the testing locations listed here:
 - <http://www.cscce.edu/admissions/placement-testing/guide.shtml>

- When testing if a student’s scores are not “college-level”, other conditions may be considered depending on the exam score and if the student has a overall GPA of 3.0 or recommendation form/letter



STEP 5: Register for classes

- **Columbus State Community College**

- Submit a CSCC Registration Consent Form

If taking classes at ACPA only:

- Ms. Ruff will register you for the CSCC classes taken at ACPA from ACPA faculty. You will just need to indicate which CCP classes at ACPA you plan to take when completing the course request in the spring.
 - **Reminder:** In order to qualify for enrollment you must complete all other parts of the application process i.e. application, testing, and registration consent form)

If taking any classes at Columbus State or online:

- Complete Academic Advising Form
 - For Summer and Fall Semester classes, student signs up for classes at the college **BEFORE ACPA dismisses for the summer**. This ensures student meets necessary deadlines and gets signed up for desired classes before the class is full. Students can bring their form to Ms. Ruff to **sign 1 week after the last day of school, by appointment only**. (*Students can also bring in their Academic Advising Form to Ms. Ruff 1 week before the next school year starts by appointment, but remember this may limit which classes are still available at the college.*)
 - Indicate course name, section number, synonym number, credit hours, and title. Sign and have parent sign the form.
 - Bring to Ms. Ruff to complete maximum credit hours, requirement equivalent, and signature.
 - Student must have an idea of the number of HS classes they want to take
 - Once completed, it is the student's responsibility to take or scan and email the form to their Academic Advisor at CSCC. If there is an issue with you taking it to CSCC please let Ms. Ruff know.
- Both the CSCC Registration Consent Form and Academic Advising Form can be found at:
 - <http://www.cscce.edu/academics/college-credit-plus/forms.shtml>

- **The Ohio State University—Academy Program**

- All Academy students will have an academic advisor to help with course selection and scheduling. You will meet your advisor at your Academy Orientation, which will occur shortly before the start of your first term at Ohio State. Your advisor will provide guidance on possible courses, connect you with the resources of the university, and help you make the transition in to Ohio State.

STEP 6: Get your books

- Books for courses at the college are purchased by ACPA, and picked up at the college bookstore. Students must return books to Ms. Kati at ACPA upon the end of the semester.
 - Summer courses = Return books to Ms. Kati by the end of the 1st week of school



- Autumn Semester = Return books to Ms. Kati BEFORE ACPA dismisses for winter break
- Spring Semester = Return books to Ms. Kati BEFORE ACPA dismisses for summer break
- For College Credit Plus classes taken at ACPA, students will return the book to the teacher upon completion of the course.
- If the student does not **return the book one week after the college semester ends**, or returns it damaged so it is unusable the student will be charged for the book.

How are college credits converted to high school credits?

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

How many college credits can a student earn?

Students can earn a maximum of 30 college semester credit hours per year and a maximum of 120 college semester credits prior to their high school graduation. The Ohio Higher Ed has established a formula that students must refer to when registering for high school and college courses. This formula is utilized to assure students do not exceed full-time status. Full-time status can be calculated as follows:

1. Determine student’s number of high school ONLY credits
2. Multiply that number by 3
3. Subtract the result from the number 30
4. That number is the total number of college credits that College Credit Plus students may earn that academic year

Cost and Books

Students are limited to 30 college semester credit hours per academic year, using the formula specified above, these credits are paid through The Arts & College Preparatory Academy agreements with participating colleges or universities. There are instances when students could incur a cost:

1. Students wishing to earn more than 30 semester credits per academic year will be responsible for all cost of attendance for each credit above the 30 semester credit limit.
2. Students that do not receive a passing grade could be responsible for payment of that college course.
3. Students taking a course that is not covered under College Credit Plus will be responsible for payment of that course.
4. If the student does not return the book one week after the college semester ends, or returns it damaged so it is unusable the student will be charged for the book.



- a. Books for courses at the college are purchased by ACPA, and picked up at the college bookstore. Students must return books to the front desk at ACPA upon the end of the semester. For College Credit Plus classes taken at ACPA, students will return the book to the teacher upon completion of the course.

How is credit transferred between colleges/universities?

Credits earned through College Credit Plus are transferable to many public and private institutions in Ohio and out of the state. However, there is no guarantee that the class you take will transfer to the college/university you eventually attend. Students who want to transfer to another university will need to send their transcript from the Institute of Higher Learning (IHL) to the university they plan to attend. Many of the College Credit Plus courses apply towards general education requirements or electives at that school. Two websites are available to help students fully understand what courses will transfer: <https://transfercredit.ohio.gov/> or www.transfer.org or <https://ohiohighered.org/students>

How will College Credit Plus courses impact my GPA?

Per HB 487, College Credit Plus courses must receive equivalent weight as any weighted course within a given content area. Therefore, at ACPA College Credit Plus courses are weighted the same as AP courses.

How will College Credit Plus impact state tests?

Students graduating in 2019 and beyond are required to take necessary End of Course exams in English, Math and Science. These exams would include English I, English II, Algebra I, Geometry, and Biology. Students may use English and Math CCP/AP courses to satisfy the curriculum requirements but schools must administer the EOC tests (in English I and II and Algebra I and Geometry) to students to earn graduation points and to satisfy testing requirements of state and federal law. For Biology CCP students may use their course grades and AP students may use their test scores OR Biology End of Course test score to earn graduation points, whichever is higher. Students completing CCP courses in American History or American Government will not need to sit for the EOC tests in the subject area and may earn graduation points based on the letter grade in the course.

The following table is to be used to convert College Credit Plus grades to graduation points for valid courses.

A or B CCP Course Grade	=	5 Ohio Graduation Points
C CCP Course Grade	=	4 Ohio Graduation Points
D CCP Course Grade	=	3 Ohio Graduation Points
Not Applicable	=	2 Ohio Graduation Points
Not Applicable	=	1 Ohio Graduation Point
F- Fail or drop the course	=	0 Ohio Graduation Points



How do my College Credit Plus grades get onto my transcript?

Some colleges are diligent about communicating course grades with high schools to put them on the transcript. In order to ensure a student's grades get onto their transcript in a timely manner, students should give their College Credit Plus grades to their counselor after the semester ends so they can be entered onto their transcript as soon as possible.

Can I receive IEP/504 Accommodations at the college?

ACPA students that have an IEP or Section 504 Plan and is participating in a College Credit Plus Program course, are responsible to notify the college themselves of their IEP/Section 504 Plan. Students with an IEP/504 will want to submit necessary paperwork to the college's disability services to receive support. ACPA is also able to provide any services required by the student according to such IEP/Section 504 Plan. Accommodations and modifications shall be provided as appropriate by the instructor of the Program course. If any questions arise regarding which party should provide an accommodation, modification, or service, or whether such accommodation, modification or services is permitted in conjunction with College coursework, ACPA and the college will confer to determine the appropriate course of action.

More Resources:

<https://www.ohiohighered.org/ccp/faqs>

FERPA (Family Educational Rights and Privacy Act)

College Credit Plus students are college students and subject to the federal FERPA. For regular college students, this means that college records are not released to anyone, even parents, without written permission from the student. For College Credit Plus students, the high school and college may exchange information.



ACPA Pathways for College Credit Plus 2018-2019

Career in Digital Design—15 Credit Pathway

Adobe Illustrator Certificate

ENGL 1100 Introduction to Composition	3 credits
DDG 1000 Survey of Digital Design	3 credits
DDG 1100 Introduction to Computer Design	3 credits
DDG 1555 Adobe Photoshop I/A	3 credits
DDG 2750 Adobe Illustrator I/A	3 credits

TOTAL = 15 credits

College Bound—30 Credit Pathway

Associate of Arts

Semester 1

COLS 1100 First Year Experience Seminar	1 credit
ENGL 1100 Introduction to Composition*	3 credits
MATH 1148 College Algebra*	5 credits
HIST 1152 American History since 1877*	3 credits
SOC 1101 Introduction to Sociology*	3 credits

Semester 2

ENGL 2367 Composition II*	3 credits
MATH 1149 Trigonometry*	4 credits
GEOL 1151 Natural Disasters*	3 credits
ECON 2200 Principles of Microeconomics*	3 credits
PSY 1100 Introduction to Psychology	3 credits

TOTAL = 31 credits



Important Notice to Students and Parents

- Students taking College Credit Plus courses are subject to the rules and regulations of the university they are currently attending, including add/drop dates established by the participating institution. This also includes disciplinary infractions.
- An academic advisor from the participating institution is required to meet with each student within the first two weeks of class. This may be done in a group setting.
- Your academic calendars may be different. As an example your spring break could fall at one date at ACPA and at another at the college/university you attend for College Credit Plus. You are responsible for attending classes when they are in session.
- While in college courses, students are introduced to a learning environment that promotes an open exchange of ideas. Course content is presented at an adult level and class discussions require a mature understanding of divergent viewpoints and the ability to think critically on controversial issues.
- Students should understand that these courses are college-level courses, and the amount of work, pace, and rigor of content in college courses may be much greater than high school courses. In addition, college course grades become a part of a student's permanent college transcript and are calculated into the college grade point average. Poor performance in college courses may affect future university admissions and financial aid. Therefore, it is important to perform well in college courses to realize the benefits of taking college courses while in high school.
- If you earn more than 30 semester hours it is possible that you may not qualify for freshman scholarship opportunities at some colleges.
- If a student fails any college course, the cost for tuition, fees, and books will be charged to the student's family. ACPA may request reimbursement for any courses that are not completed with a C or better.
- These courses and the grades associated with them will be reported on both the student's high school transcript as well as the college transcript.
- College transcripts can be requested by visiting the respective college or university website associated with the courses taken. ACPA does not have access to the college transcripts.



The Arts & College Preparatory Academy
College Credit Plus Letter of Intent to Participate 2018-2019

Submit this form to Ms. Ruff no later than April 1st

***Note: ACPA's Spring Break is March 30th-April 8th. Please turn in the form BEFORE Spring Break.**

Student Name: _____

Graduation Year: _____ Date: _____

School I am applying to: _____

Statement of Intent (Check all that apply)

- I have read and understand The Arts & College Preparatory Academy College Credit Plus Information Guide.
- I certify that I have received counseling about the College Credit Plus program at an evening meeting either at ACPA or a college campus concerning the rules and regulations for both my school and the college. If I was unable to attend the meeting, I certify that I have viewed the materials presented at those meetings on the ACPA Counseling Google Classroom.
- I understand my responsibilities, the benefits and possible risks of participating in the College Credit Plus program.
- I would like to declare my intent to participate in the College Credit Plus program. I understand that signing this form does not require that I participate during the coming school year and I may decide not to participate.
- I understand that it is my responsibility to notify my school counselor of my acceptance status from the college or university. If I do not gain admission to my selected institution of higher education or choose not to participate for some other reason, I know to notify my school counselor.
- I understand that it is my responsibility to apply to the college or university.
- I understand that the grade I receive will be shown on my high school transcript with will be factored into my GPA an equivalent AP weighting AND that my grade will be recorded on my college's transcript.
- I understand that if I fail a College Credit Plus course or do not return my books that my family may be charged any fees that are incurred.

Student Signature

Date

Parent Signature

Date

