

Maryville High School
Early College Experience (ECE) Authorization for Off-Campus Courses

Student's Full Name: _____ Grade: _____

Semester /Year of ECE Course: _____ Fall/2019 _____ Spring/2020

Name of College/Institution: _____

College Course Titles and Number: _____

Days/Times of Course(s): _____ (If Known)

Student Responsibilities

1. Completion of all application requirements to the college, including Dual Enrollment Grant.
2. Knowledge of time and place of college courses. Transportation to and from ECE course.
3. Attendance and academic performance in both high school and college courses.
4. Obtain parent signature for transportation to and from college course and for time considered in parents' care.
5. Submit proof of registration in the college course to Mrs. Burchfield within one week of the beginning of the high school semester.
6. Submit official verification of the final grade from the college within one week of the end of the course. This must be submitted to Mrs. Burchfield in room 331 in order for grade and credit to appear on the transcript.

Notes

- *ECE courses are not listed as honors or advanced placement courses on the high school transcript; however, they will receive 0.75 quality point in the Maryville High School GPA. Quality points above a 4.0 are not allowed for determining eligibility for the lottery scholarship.
- *The course title and grade earned at the post-secondary institution/college will appear on the high school transcript.
- *Students will be enrolled in an Early-College Experience block in the Maryville High School course registration.
- *No interim grades will be reported. The college teacher will not discuss a student's academic progress with the parent.
- *Students must follow the college schedule, such as during fall and spring breaks.
- *Students who fail to submit a transcript to Mrs. Burchfield before final grades are due will receive an I on their grade card and transcript. This I will be removed when a transcript is submitted to Mrs. Burchfield in room 331.

I have read the attached letter and this authorization form and agree to abide by its policies. I also agree that my student has permission to attend college classes, providing his/her own transportation.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

RETURN COMPLETED FORM TO MRS. BURCHFIELD by Friday, March 1, 2019.