

**RICHLAND SCHOOL DISTRICT RUNNING START PROGRAM**  
**CONTRACT FOR SUCCESS**

To ensure success for Richland School District students in the Columbia Basin College or Washington State University-Tri-Cities program, parents and students must understand the following:

1. All costs for textbooks, labs, materials, parking, and/or miscellaneous fees are incurred by the student/parent/guardian.
2. Student/Parent/Guardian is responsible for transportation.
3. A "D" (less than 1.0 in a Running Start course will not be accepted for high school credit. Any grade less than 1.0 will be transcribed as an "F".
4. Entry points (when classes begin) at the high school and colleges are different. Due to non-alignment of entry dates, students who begin Running Start and then withdraw from the program or a class would be unable to add high school classes until the start of the next semester.
5. **PLEASE NOTE! VERY IMPORTANT!** For students in the CBC Running Start Program – Richland School District Policy mandates that students participating in their high school commencement (graduation) ceremony **MUST** have already completed graduation requirements **BEFORE** the ceremony. Running Start courses at CBC end one or two weeks **AFTER** high school commencement. CBC will not guarantee that a student will pass a course with a 1.0 or higher before the course is completed. Therefore, students in the CBC program must complete graduation requirements, including necessary electives, by the end of winter quarter of their senior year. If a CBC student is in a course required to complete graduation requirements in the spring quarter of their senior year, they will NOT be eligible to walk in their home high school commencement ceremony. (Senior CBC students may still take classes at CBC but, those classes cannot be anything that is required for high school graduation.)

*I have read the criteria listed above, understand the regulations, and approve of my student's participation in the Running Start Program.*

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Printed Student Name

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Student Signature

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Date

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Parent Signature

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Date

*This District Contract and the Contract with Richland High School must be returned prior to or with the first quarter/semester Enrollment Verification Form before counselor will sign the form.*

## RUNNING START CONTRACT with Richland High School

As a Running Start student, before registration every quarter at CBC or semester at WSU-TC, I agree to:

- schedule an appointment by speaking with, emailing, or calling my counselor to arrange a meeting to review and sign my Enrollment Verification Form. (Drop-in appointments may not be available.)
- check the CBC or WSU-TC class offering schedules to determine the classes I want and/or need to take.
- print and bring with me a form(s) with all student, parent, and course sections completed.
- notify my high school counselor if the classes I am taking are different than the classes approved on my Enrollment Verification Form.
- attend my college classes even if attendance is not taken on the college campus.
- return to the high school campus for State assessments & other mandated testing.
- stay informed about what is happening on my high school campus and deadlines that may impact me. (Dances, test dates, graduation, graduation order for cap & gown, etc...)
- complete the high school's required classes prior to the start of spring quarter of my senior year (for CBC Running Start only).
- meeting with a college advisor for help with completion of college requirements.

As a Running Start student, my counselor will support me by:

- scheduling an appointment with me to help review my progress toward my high school graduation requirements.
- completing the high school sections of the Enrollment Verification Form.
- assisting with updating my high school transcript after final grades are received from the college each term.

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Printed Student Name

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Student Signature

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Date

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Parent Signature

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Date

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High School Counselor Signature

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Date

**Meeting the additional graduation requirements of the High School and Beyond Plan (HSBP) and State assessments is the responsibility of the student. Information and assistance for the HSBP are available through the Career Center and on-line at: [www.richlandbombers.us](http://www.richlandbombers.us)**

*This Contract with Richland High School and the District Contract must be returned prior to or with the first quarter/semester Enrollment Verification Form before counselor will sign the form.*