



Start College Now (SCN) Program



The Start College Now (SCN) program allows Onalaska High School students who meet requirements to take college courses at Western Technical College. Students must have exhausted all courses offered at OHS in the content area of the course they wish to take.

High School Grade	SCN Application Deadlines	Registration Begins
11 or 12	October 1 for spring semester	Mid-July for spring
	March 1 for fall semester	Late November for fall

To apply for SCN, follow these steps:

- 1) Review the eligibility requirements above
- 2) Meet with your school counselor at OHS to review your eligibility and course plan
- 3) Student **and** Parent read and sign the SCN Student Expectations Agreement on page 3
- 4) Student complete the SCN Academic Career Plan form on page 4
- 5) Student **and** Parent complete and sign the Start College Now Application - pages 5-6, and Release - page 7
- 6) Submit all completed and signed forms to Student Services at OHS by 3:00 pm on the due date below:

October 1	Application DUE for Spring requests in the same school year
March 1	Application DUE for Fall requests in the following school year
March 1	Application DUE for Spring CNA requests in the following school year

NO EXCEPTIONS to these deadlines.

All paperwork MUST be completed and turned in by 3:00 pm on the above dates.

After your application is complete and turned in, the following will occur:

- 1) The Credit Review Committee will review all components of your application, and then accept or deny requested courses. Credit may be general elective credit or elective credit within a department.
- 2) Each student will be notified in person and in writing of the decision, including next steps in the process. CNA applicants will have a meeting to review next steps.

NOTES:

- Students should be careful to read and follow all procedures sent from Western Technical College. Notifications will often be sent to the email address provided on the SCN application.
- Western does not require an ACT or any other assessment for admissions. Students with ACT scores may choose to provide test scores to assist in the admission process.

<p>WTC Contact Info: Haily Hanson . HansonH@westerntc.edu . 608-668-6157 Caitlin Locy . locyc@westerntc.edu . 608-789-6022</p>
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START COLLEGE NOW APPLICATIONS INSTRUCTIONS

Please read through and follow the step-by-step directions below to ensure all sections and processes are completed properly.

Student/Parent Specific Responsibilities:

- 1) Complete 10th grade and be in good academic standing. (*Program is available to 11th and 12th grade students*).
- 2) Complete the application for the Start College Now Program found here: Start College Now Application <https://tinyurl.com/Start-College-Now>
- 3) Submit the completed form (including student/parent/guardian signatures) no later than March 1 for fall semester courses and October 1 for spring semester courses to high school board of district in which the student resides. This is typically done by submitting the form to a high school counselor.
- 4) If the student disagrees with the school board's decision regarding comparability of courses or satisfaction of high school graduation requirements, the student may appeal the school board's decision to the state superintendent within 30 days after the decision.
- 5) Transportation to and/or from the technical college is the student's responsibility.
- 6) Reference Subchapter 38.12 (14) for eligibility requirements prior to filling out the application. <https://tinyurl.com/Subchapter3812>

Technical College Responsibilities:

- 1) Admit the student to the technical college if he or she meets the requirements; prerequisites of the course or courses and if there is space available in the course for which the student applied. Space availability will be determined once all other eligible recipients have been admitted to the course.
- 2) Collaborate with the high school district at least 30 days before the beginning of the technical college semester in which the student will be enrolled. Notify the student, in writing, if a course in which the student will be enrolled does not meet the high school graduation requirements and whether the course is comparable to a course offered in the high school district.
- 3) Ensure that the student's educational program meets the high school graduation requirements under s. 118.33. <https://tinyurl.com/S11833>

High School District Responsibilities:

- 1) Collaborate with the technical college in which the student is enrolled, at least 30 days before the beginning of the technical college semester to ensure comparable course and graduation requirements.
- 2) Confirm the technical college application due date.
- 3) Submit payment to the technical college, in two installments payable upon initial enrollment and at the end of the semester, for those courses taken for high school credit. The amount charged should be equal to the cost of tuition, course fees, and books for a student who is attending the technical college and is a resident of this state.
- 4) Engage in ongoing communication and support with the student enrolled in the technical college.
- 5) Coordinate with the technical college's career prep coordinator. WTCS District Career Prep Coordinators List <https://tinyurl.com/CPcoordinators>

Start College Now (SCN) Program OHS Student Expectation Agreement

To apply for the SCN, a student must:

1. Have no record of disciplinary or attendance issues
2. Be in good academic standing
 - a. Student must have earned a cumulative GPA of 3.0 in the content area of the course he/she has requested. For example, if a request is made to take Accounting 101, the student must have earned a 3.0 GPA in ALL previous OHS business courses.
 - b. The student must also meet the eligibility requirements for Western Technical College (page 1)
3. Have his/her own transportation to the institution to which he/she has applied (reimbursement available for families with financial hardship)
4. Have exhausted all other courses in the subject matter in which they are applying to take a course(s) at the college level

Special Precautions:

1. Students will not be allowed to leave a regularly scheduled OHS class early or arrive late in order to accommodate a Start College Now class without prior approval.
2. Each candidate's acceptance may be revoked by the Credit Review Committee up until the first day of college classes.
3. Drop policies and procedures at Western Technical College will be observed.
4. The credit and grade earned in a Start College Now class is recognized as OHS Honors status, and will be included in the student's OHS GPA.
5. Second semester senior SCN grades may or may not impact GPA and class ranks for OHS scholarships. Second semester grades will be transcribed once received from the college.
6. The student is responsible for monitoring his/her own progress. District staff and parents are not made aware of academic progress by the college.
7. If a student fails a SCN course, the School District of Onalaska will require reimbursement for all tuition and fees from the student/family.

Act 59 Provisions:

1. Allows school boards to limit the credits for which a district will pay to no more than 18 per pupil.
2. Provides that if a pupil receives a failing grade or fails to complete a course for which the school board has made payment, the school board will request reimbursement from the student/family.

WE UNDERSTAND THE AGREE TO THE ABOVE EXPECTATIONS.

PRINTED STUDENT NAME _____



STUDENT SIGNATURE _____ **DATE** _____

PARENT SIGNATURE _____ **DATE** _____

SCN - Academic Career Plan Form

Student Name _____ Date _____

What is your current career and/or post-secondary (college) goal:

How will Start College Now (SCN) course(s) help you with these goals?

4 STEP CAREER DECISION MAKING PROCESS

Step 1 – Knowledge of Self

What are your interests, likes, dislikes, abilities, talents, strengths, weaknesses, values, goals?

Step 2 – Knowledge of Career

What are some pros and cons of this career, method of entry, type of education needed, etc?

Step 3 – Steps Toward Making a Match

What have you done to explore this career?

_____ I have researched this career on Xello or another career information source.

_____ I have job-shadowed someone in this career. When/Where/Who?

Step 4 – Preparation for the Career

Which courses at OHS will help prepare for this career?

Classes I have taken at OHS	Classes I am currently taking	Classes I plan to take in the future

START COLLEGE NOW APPLICATION

I. STUDENT INFORMATION

This section completed by student / parent

Student Name <i>First, Middle, Last</i>	Student's Birthdate <i>Mo./Day/Yr.</i>	Gender M <input type="checkbox"/> F <input type="checkbox"/> Other <input type="checkbox"/>
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Parent/Guardian Name *First, Last*

Address *Street, City, State, Zip, County*

Student Phone <i>Area/No.</i>	Student Email
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Parent/Guardian Phone <i>Area/No.</i>	Parent/Guardian Email
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High School Student Attends & Projected Graduation Year Onalaska High School 20_____	School District in Which Student Resides
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Technical College to Which You Are Applying to	Grade Student Will be in When Taking These Courses <input type="checkbox"/> 11 <input type="checkbox"/> 12	Number of College Credits Earned to Date
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Semester for which applying: Spring Fall Year 20XX

II. BOARD ACTION

Completed by HS district

Check if Alternate	Technical College Course Name	Technical College Course Number	No. of College Credits	Comparable HS Course Offered?		Approved for HS Credit	No. of HS Credits
				Yes	No		
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

III. STUDENT & PARENT / GUARDIAN SIGNATURES

This section completed by student / parent

STUDENT SIGNATURE—IN SIGNING THIS DOCUMENT, I acknowledge the following:

- I understand and will comply with the assurances and conditions outlined in "Student/Parent Specific Responsibilities" and Subchapter 38.12 (14).
- I authorize the high school and technical college to share course and grade information.

Student Signature <i>Required</i>	Date Signed <i>Mo./Day/Yr.</i>
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PARENT/GUARDIAN SIGNATURE—Required if student is under 18.

- I understand and will comply with the assurances and conditions outlined in "Student/Parent Specific Responsibilities" and Subchapter 38.12 (14).
- I authorize the high school and college to share course and grade information.

Parent/Guardian Signature <i>Required</i>	Date Signed <i>Mo./Day/Yr.</i>
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IV. STUDENT NAME
This section completed by student / parent

Student Name *First, Middle, Last*

V. HIGH SCHOOL BOARD APPROVAL
This section completed by district

Named student is approved to enroll for courses marked "Approved" in Section II:

Yes No. *If no, indicate reason for denial:*

Check if student has a record of disciplinary issues.

Name of High School Board Approval Authority
John Horman

Phone Area/No.
608-783-4571

High School Board Approval Authority Signature

Date Signed *Mo./Day/Yr.*



VI. TECHNICAL COLLEGE APPROVAL
This section completed by college

Name of Course(s) in Which Student is Enrolled	Course Code(s) / Number(s)	No. of College Credits	District Approved?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

Eligible to enroll I CERTIFY that the above-named student is eligible to attend the course(s) listed in Section VI and that all these courses are nonsectarian in content. The student will be notified of college admission policies/criteria and record disclosure provisions. The technical college agrees to provide the school district with grade information (and attendance information upon request).

Not eligible to enroll I CERTIFY that the above-named student is not eligible to enroll in and/or attend the course(s) listed in Section VI. The student will be notified of the reasons for ineligibility.

Name of Technical College Representative and Title

Phone Area/No.

Email

Technical College Representative Signature

Date Signed *Mo./Day/Yr.*



VII. APPEALS

Appeals of school board decision: A student may appeal a school board decision regarding awarding of high school credit or course comparability to the State Superintendent within 30 days of the board's decision.

Name _____ Student ID/Birthdate _____



Attn: Registrar's Office, 400 7th St N
PO Box C-0908
La Crosse, WI 54602-0908
Phone 608-785-9553
Fax 608-785-9148

START COLLEGE NOW
RELEASE OF STUDENT INFORMATION FORM

You have certain rights under the Family Educational Rights and Privacy Act of 1974 (FERPA) concerning your school records.

You have the right to privacy. Under the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974, all other student information (excluding directory information) will be treated as confidential information and is subject to disclosure statements. This means that student information (excluding directory information) may not be released to anyone without your written consent.

If you wish to allow your information to be released to another individual, please complete the following:

Pursuant to the Family Educational Rights and Privacy Act of 1974,

_____ I hereby consent to the release by Western Technical College of the information concerning my student record and my financial information at Western.

Parties to whom such records may be released:
(Must be completed to be valid)

Name:	Relationship to student:
Name:	Relationship to student:
Name:	Relationship to student:
Name:	Relationship to student:

OR

_____ I wish to revoke my previous request.

Student Signature

Date