



**Supplemental Scholar
Handbook 2024-2025**

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EARLY COLLEGE HIGH SCHOOL MODEL

What is an Early College High School?

SB 1146, 79th Texas Legislature, Regular Session, 2005, amended the TEC, §29.908, establishing the early college education program for students who are at risk of dropping out of school or who wish to accelerate completion of the high school program. Rider 59 of Senate Bill 1, also passed by the 79th Texas Legislature, Regular Session, 2005, authorizes the use of funds for programs that show the most potential to improve high school.

The early college education program is to provide for a course of study that enables a participating student to combine high school courses and college-level courses during Grades 9-12. On or before the fifth anniversary of a student's first day of high school, a participating student must be able to receive both a high school diploma and either an associate degree or at least 60 credit hours toward a baccalaureate degree. TEC, §29.908, authorizes the commissioner to adopt rules as necessary to establish the early college education program.

Our 9th and 10th grade classes are housed in Timberview High School with ECHS only teachers and students. 11th and 12th grade classes are located at TCC Southeast Campus. The first two years of the ECHS experience allows for a gradual assimilation into the college environment and coursework with the support of the high school and college to walk students through the collegiate process. The last two years, our scholars are blended into the community college environment with high school and adult learners. Upon high school graduation, students have the opportunity to graduate with up to 60 hours of college credit or an associate's degree.

College Going Culture

Advanced High School and College Courses

TCC Supplemental Support

Accelerated High School

College Strategies

Track Individual

Graduation Plan

After-School Tutorials

Extended Library Hours



College advisement

Associate's Degree
Pathway

Minimal distractions

Clubs & Organizations Free

tuition, books and fees

ABOUT US

This unique school is designed around the innovative idea that academic rigor, combined with opportunity to save time and money toward a college degree are powerful incentives for students to work hard and rise to new academic and professional challenges. Tuition, textbooks and fees are free of charge to the family as they follow our program design.

Our Mission

Our mission is to develop scholars, thoughtful leaders and engaged citizens to earn their high school diploma and up to sixty hours of college credit and/or associate's degree.

Our Vision

A destination program committed to college preparation, readiness and success.

Our Values

Determination, Intelligence, Leadership, Responsibility and Teamwork

Our Motto

Stallions strive for success

Our Colors

Navy, Maroon and Gold

Our Mascot

Stallions

This supplemental handbook accompanies the MISD Student Handbook
https://www.mansfieldisd.org/uploaded/schools/assets/studenthandbook.pdf. Scholars and parents should refer to the
MISD Student Handbook and Tarrant County College Handbook
(<https://catalog.tccd.edu/content.php?catoid=12&navoid=1082>) for any guidelines and policies not directly addressed
within this supplement.

PARTNERS

EARLY COLLEGE HIGH SCHOOL PARTNERS

Tarrant County College District

2100 Southeast Parkway
Arlington, Texas 76018
Phone: 817-515-3070
URL: www.tccd.edu

Mansfield Independent School District

605 East Broad Street
Mansfield, Texas 76063
Phone 817-299-6300
URL: mansfieldisd.org

Southern Association of Colleges and Schools Commission on Colleges

1866 Southern Lane
Decatur, GA 30033
Phone: (404) 679-4500
URL: www.sacscoc.org

Texas Education Agency

William B. Travis Building
1701 N. Congress Avenue
Austin, Texas, 78701
Phone: (512) 463-9734
URL: www.tea.state.tx.us

Texas Higher Education Coordinating Board

1200 E. Anderson Lane
Austin, Texas 78752
P.O. Box 12788
Austin, Texas 78711-2788
Phone: (512) 427-6101
URL: www.thecb.state.tx.us

Timberview High School

7700 South Watson Road
Arlington, TX 76002
Phone: 682-314-1300
URL: timberview.mansfieldisd.org

COURSE SCHEDULES

Early College HS at Timberview:

	Monday - Thursday
Advisory 1/6	7:25 am – 7:55 am
Block 2/7	8:00 am – 9:25 am
Advisory 3/8	9:30am – 10:55 am
Block 4/7	11:00am – 12:25 pm
Lunch	12:25pm – 1:20pm
Block 5/8	1:25pm – 2:55pm

	Friday
Block 1	7:25am – 8:35am
Block 2	8:40am – 9:40am
Block 3	9:45am – 10:45am
Block 4	10:50am – 11:50am
Lunch	11:50am – 12:45pm
Block 5	12:50pm – 1:50pm
Block 6	1:55pm – 2:55pm

Our school day for 9th and 10th graders begin at 7:25am and ends at 2:55pm. The school building will open each day at 7:00am and close by the end of the school day. Students are not permitted to be in the building beyond the school day without the direct supervision of a teacher or an administrator.

Early College HS at Tarrant County College Southeast:

	Monday - Thursday
Advisory 1/6	8:00 – 9:20am
Block 2/7	9:30 am – 10:50 am
Advisory 3/8	11:00 am – 12:20pm
Block 4/9	12:30 pm – 1:50 pm
Advisory 5/10	2:00pm – 2:30pm

Our school day for 11th and 12th graders begin at 8:00am and ends at 2:30pm. While the TCC Southeast campus is an open access campus with evening hours, there is no MISD supervision on TCC SE campus after school hours. Students can stay on TCC SE after our school hours, but they must display awareness of surroundings, trust and respect for the campus.

ADMISSIONS

Mansfield Early College High School is a school of choice where students must apply for admissions and participate in the selection process. Applicants must reside within Mansfield ISD attendance zone or must be the child of a current Mansfield ISD employee.

Our campus allows entry for 75-100 entering 9th grade scholars. We allow 10th grade entry on a case-by-case basis. Scholars not selected for admission will be placed on a waiting list for potential admissions into the program.

Early College High school scholars must achieve expected academic, attendance and behavior progress in order for scholars to maintain enrollment in program.

Admission criteria:

- Be a current 8th or 9th grade student
- Complete the entire application with thought
- Be a resident/approved transfer student of MISD
- Attach the most current academic record/report card if you do not currently attend an MISD campus
- Demonstrate maturity and potential to matriculate through a college setting
- Understand that we offer advanced high school courses and college level curriculum
- Understand that we DO NOT offer UIL Sports or Fine Arts
- Complete the parent/student interview process
- Commit to attend summer boot camp for one week

CAMPUS CONTACT

Principal: Schmeka Salgado
Email: schmekasalgado@misdmail.org

Counselor: Celeste Howell
Email: celestehowell@misdmail.org

Asst. Principal: Dr. Michelle Leverette
Email:
michelleleverette@misdmail.org

Secretary: Yvette Ojeda
Email:
yvetteojeda@misdmail.org

Office Number: 682-314-1391
School Email: echs@misdmail.

Attendance Clerk: Tony Medlock
Email: tonymedlock@misdmail.org

PARENT AGREEMENT OF UNDERSTANDING

At the Early College High School, scholars have the freedom to enjoy a rigorous academic environment that provides scholars with an opportunity to graduate with a high school diploma and up to sixty hours of college credit or associate degree from Tarrant County College. With such an environment comes the parent and scholar responsibilities and expectations of conduct. By submitting the ECHS application, families agree to and acknowledge program expectations.

1. I understand that the TCC Associate Degree Plan guides the early college course pathway and have helped my child research the transferability of the Texas Core Curriculum to the college and/or university of my scholar's choice.
2. I understand that my child will enroll into many advanced and college classes. We do not offer a modified curriculum.
3. I understand that my child will not be able to participate in UIL Athletics and UIL Fine Arts, but my student will commit to participate in an ECHS, Timberview or TCC club or organization.
4. I understand that my child will take classes at Timberview the first two years, but will spend their last two years on TCC Southeast Campus if eligible to take college courses.
5. I will abide by the AVID program expectations. See Appendix B for AVID expectations.
6. I agree to support and make every effort to make sure my child is at school and on time every day possible.
7. I understand satisfactory progress, demonstrated self-discipline and regular attendance are mandatory for continued enrollment at the Early College High School
8. I will monitor my child's high school grades on Skyward, but because TCC grades are not available for parents; I will require that my child show me his/her TCC grades on Canvas.
9. I will encourage and expect academic success, attendance and behavioral standards from my child. Inability to be promoted to the next grade level, excessive absences, TCC course drops a TCC GPA that falls below a 2.0 and serious or persistent misconduct could result in removal from ECHS.
10. I understand that my child must pass TSI ELAR by the end of their sophomore year in order to remain an ECHS student, if my student is unable to do so they will be required to attend their home campus.
11. I understand that my child must pass TSI ELAR & Math and all required classes to graduate with an associate degree.
12. I will encourage my child to not give up when they feel overwhelmed by the study load.
13. I understand that the Early College High School will operate on both the MISD calendar and the TCC calendar.
14. I understand that my child must devote a minimum of two hours each evening to homework and studying.
15. I understand my child will be afforded an opportunity to complete the MISD and Tarrant County College requirements to earn both a high school diploma and two-year associate's degree or transferable credits.
16. I will make sure my child attends the summer bridge program, and I understand that any absences during this program may delay college registration.
17. I understand that my child must follow all rules and regulations established by the handbooks of MISD, TCC and the ECHS.
18. I understand that if needed, I will submit my child's 504 or IEP plan to TCC's accessibility office if accommodations are needed in a TCC classroom.
19. I agree to follow the high school and associate degree expectations of the ECHS counselor and will work with the school to determine the best course pathway for school. In the case that my child deviates from the course plan, my child may not graduate with a HS diploma or associate degree. See Appendix C for counselor expectations.

SCHOLAR AGREEMENT OF UNDERSTANDING

1. I believe I am able to complete the TCC Associate Degree Plan offered at the Early College High School and I have researched the transferability of the Texas Core Curriculum to the college and/or university of my choice
2. I understand that this program offers an advanced and accelerated course pathway and that many of my courses are taught at the advanced and college level. We do not offer a modified curriculum.
3. I understand that ECHS is a small learning community looking for mature students who will lead and contribute to building the collegiate culture of the school.
4. I will maintain high academic, attendance and behavior standards and understand that the inability to be promoted to the next grade level, excessive absences, TCC course drops, a TCC GPA that falls below 2.0 and serious or persistent misconduct could result in removal from ECHS.
5. I understand that I must pass TSI ELAR by the end of my sophomore year in order to remain an ECHS student, if I am unable to do so I will be required to attend my home campus.
6. I understand that I must pass TSI ELAR, TSI Math and all required classes to graduate with an associate degree.
7. I understand that I am enrolling into an AVID school wide site and will abide by program expectations of the AVID program. See Appendix B for AVID expectations.
8. I agree to maintain academic integrity by not cheating, plagiarizing or using anyone else's work as my own. Cheating could result in removal from ECHS.
9. I understand I must turn in all assignments on time and monitor grades and attendance.
10. I understand that college courses are graded differently than high school courses and will read course syllabi and communicate with instructors if questions arise.
11. I understand that I will need to update my parents(s) on my college grades.
12. I understand that I will have access to tutorials and study labs, but I may be subject to mandatory tutorials if class grades or exam scores show need for improvement.
13. I understand I am to attend an orientation with my parent or guardian.
14. I will not be able to compete in UIL Athletics and UIL Fine Arts, but will participate in ECHS, Timberview and/or TCC extracurricular activities.
15. I will exhibit the following character traits: trustworthiness, respect, fairness, honesty, caring and citizenship.
16. I understand that the TCC MISD Early College High School will operate on both the MISD calendar and the TCC calendar.
17. I understand that I must devote a minimum of two hours each evening to homework and studying.
18. I understand that I will be afforded an opportunity to complete the MISD and Tarrant County College requirements to earn both a high school diploma and two-year associate's degree or transferable credits.
19. I agree to attend a summer bridge program and understand that any absences during this program could result in the delay of college registration.
20. I agree to handle the freedoms and scheduling of a college setting, understanding that my presence on the college campus is a privilege, not a right.
21. I understand I must follow all rules and regulations established by the handbooks of MISD, TCC and the ECHS.
22. I understand that if needed, I will submit my 504 or IEP plan to TCC's accessibility office if accommodations are needed in a TCC classroom.
23. I agree to follow the high school and associate degree expectations of the ECHS counselor and will work with the school to determine the best course pathway for me. Scholars may not drop a TCC class without counselor approval. In the case that I deviate from the course plan, I may not graduate with a HS diploma or associate degree. See Appendix C for counselor expectations.

CAMPUS AGREEMENT OF UNDERSTANDING

1. We will work with Tarrant County College SE to offer appropriate and transferable classes for our scholars to earn their high school diploma and college degree.
2. We will offer a summer camp for new scholars to integrate with current scholars, learn about early college and take the TSI 2.0 assessment.
3. We will offer a rigorous course pathway of advanced and college classes that will prepare scholars for success in a college/university setting.
4. We will offer study support through the AVID curriculum that teaches scholars how to study, take and process notes, ask questions, use a peer collaborative study approach and the WICOR process.
5. We will use the AVID IV curriculum to ensure students apply for college and scholarships.
6. We will offer additional study spaces through advisory, college prep, tutorials, extended lunch and access to TCC study resources
7. We will offer a Mon – Thurs schedule for 11th and 12th grade scholars so that Fridays are used for work, internship, study, tutorial leaders and college visits.
8. We will remind scholars to check their MISD and TCC email frequently to stay in the know of ECHS & TCC updates
9. We will remind scholars and parents to check grades, attendance, transcripts and degree audits for MISD and TCC classes.
10. We will direct our scholars to conduct a 3-week grade check for TCC classes
11. We will advise scholars to take classes that offer high school diploma and college degree attainment and will not advise them to take classes that are not supported by MISD and TCC. Scholars who enroll in classes without our approval will pay the tuition, textbook and fees associated with the course.
12. We will prepare scholars for the TSI ELAR in English I, English II and College Prep I courses. Our advanced courses will extend beyond the state TEKS and embed college ready skills.
13. We will prepare scholars for the TSI Math in College Prep II and Algebra II. Our advanced courses will extend beyond the state TEKS and embed college ready skills. The TSI Math success rate is higher with scholars who have completed Algebra II.
14. We will hire qualified staff members who represent the high expectations and diverse teaching and leadership styles of a college environment to further prepare our scholars for the diverse and rigorous nature of college.
15. We will encourage our scholars to make good decisions, attend tutorials, pass classes, but we understand that a successful college student is one who takes initiative without frequent adult intervention.
16. We will offer a safe and disciplined learning environment in our ECHS classes and will remove scholars who jeopardize our rigorous learning environment.
17. We will remove scholars from early college who engage in the following: disrespect to other students and staff, fighting, drug/alcohol use, academic dishonesty/cheating, inappropriate relations, harassment, bullying and other measures that would cause a disruption to the collegiate environment
18. We will offer the opportunity for scholars to build leadership skills, increase communication and to become a natural problem solver through involvement in clubs/organization at ECHS, Timberview & TCC SE.
19. We will encourage servant leadership and good stewardship through required community service per semester.
20. We will meet with our scholars to create a graduation plan for each scholar and our counselor will mail home the plan to parents.
21. We will encourage all parents and scholars served by our MISD Special Education and 504 program to contact TCC's Student Accessibility Resource office as HS accommodations differ from what is received in college.

ACADEMICS, CURRICULUM & DEGREE REQUIREMENTS

Curriculum

TCC Southeast MISD Early College High School offers students a rigorous, relevant curriculum leading to strong post secondary education and career opportunities. Scholars and parents who choose this college environment do so with the full understanding that the school is a college learning community.

TYPES OF COURSES

All core high school and dual credit courses will be calculated in the high school GPA, and all dual credit courses will be calculated in the college GPA.

Advanced Courses

- Advances courses are designed to extend and enrich the content of the regular high school curriculum while preparing students for success in Advanced Placement or dual credit classes. These courses provide challenging research opportunities for students with high interest in academic exploration and include out-of-class assignments.
- Dual Credit courses allow students to obtain college credit and high school credit simultaneously under an agreement with Tarrant County College. TCC faculty teach the courses on Timberview's high school campus and TCC Southeast. In order to be enrolled in many dual credit courses, students must have attempted and met the required standard on certain parts to the Texas Success Initiative Assessment (TSIA2). All program dual credit courses are transferable to a four-year state university and reflected on a post-secondary degree plan.

Course Pathway

9 th Grade	10 th Grade	11 th Grade	12 th Grade
ECHS at Timberview	ECHS at Timberview	TCC SE	TCC SE
English I Algebra I or Geometry Biology World Geography AVID I College Prep TCC Drama TCC Speech	English II Geometry or Algebra II Chemistry AVID II Online PE College Prep TCC Spanish TCC US History TCC Sociology	Algebra II AVID III College Prep TCC English Composition TCC Math TCC Science TCC Texas Government TCC Psychology TCC Kinesiology	AVID IV College Prep TCC British Literature TCC Federal Government TCC Macroeconomics TCC Math, if needed TCC Science, if needed

The type of TCC math and TCC science courses depends on the future major of the student and transferability of credit. Must register for TCC courses approved by the MISD & TCC Agreement. See counselor for MISD Approved TCC Course List.

Students interested in graduating with an associate of science must take 18 hours of elective hours in Math, Engineering, Science or Computer Science. This major should be declared in the 9th grade year and a plan for attainment must be created with an ECHS counselor. Not all colleges/ universities will accept the 18 hours of advanced courses. Family must research the best plan of action for the student.

Students who deviate from our course offerings may be accountable for the tuition payment and textbooks fees of the courses and may jeopardize high school and college degree graduation requirements.

Homework

ECHS scholars will want to dedicate 2-3 hours for studying and completing homework. We offer a built in study period for scholars, but at home studying may be needed as well.

College Graduation & Degree Requirements

1. Scholars must pass MISD & TCC classes. TCC classes must have a 2.0 GPA or above. (grade range of 70-100)
2. Scholars must pass TSI ELAR & TSI Math
3. Scholars must follow the MISD & TCC Course Pathway – deviating from the planned courses does not guarantee graduation.

You will not be able to drop TCC classes, fail TCC classes or take Maymester classes to retrieve your associate degree as a high school student by the end of the spring semester. Associate degree stoles distributed to students who successfully complete ALL program classes by end of spring semester. These students will be recognized at the high school graduation.

Student Support Services

Support Counseling

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional or mental health issues, or substance abuse. As a parent, if you are concerned about your child's mental or emotional health, please speak with the school counselor for a list of resources.

Library

Timberview and TCC SE Library is accessible for all ECHS students and have specific extended library hours throughout the week.

Tutoring

Peer tutoring in all courses are held in the ECHS AVID program. Students coordinate time with high school and TCC instructors for weekly tutorial/office hours. Students have access to TCC Study Centers.

TCC Transcripts

The transcript of college work is an official copy of the student's permanent record bearing the College insignia and designated signature. A student may request a transcript online through the TCC website via Web Advisor or in person at the campus Registrar's Office, by FAX or by mail. All outstanding debts to the college must be paid to the Business Services Office before the student's record will be released.

HS Transcripts

A student may request a high school transcript from the ECHS office. An official transcript has to be sent to the college/university of choice by the school.

Disability Support (ADA/Section 504)

In compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, the Office for Disability Support Services provides equal access to College programs, services and activities for students who qualify for "reasonable accommodations." Requests for an accommodation are reviewed on a case by-case basis, and are determined based on the disability and the documentation provided. For more

information, visit the Office for Disability Support Services on campus.

ATTENDANCE

It is imperative that our students make every effort to attend school regularly. Texas Law compels students to attend school at least 90% of the days school is in session. Students must be present during each class at least 90% of the time the class is in session to be eligible to receive credit for that class.

There are two state laws – one dealing with the required presence of school-aged children in school, e.g., compulsory attendance, the other with how a child’s attendance affects the award of a student’s final grade or course credit—are of special interest to students and parents. Please refer to the MISD Student Code of Conduct for further details regarding the attendance policy

TCC Course Attendance

A few absences, depending on the course and/or professor, may jeopardize ability to earn college credit. Absences from college classes cannot be excused by a parent’s note. Please adhere to the course syllabi and instructor expectation for attendance.

TCC Tardies

Students are required to be in their designated classroom at the scheduled time class is to begin. Students should refer to a college instructor for each TCC course to know and understand tardy policy.

HS Tardies

Students are expected to be prompt to class and to be in the classroom before the tardy bell rings. If students are not in class when the tardy bell rings, they will be counted tardy.

A student, who misses more than 20 minutes late to any period of the day, will be considered absent.

*Excessive tardies may result in an alternative placement. Five tardies or more within a 6- month period may result in truancy charges being filed with the juvenile courts. (TEC 25.095)

NOTE: • Tardies are cumulative per semester • “No show” detention will result in additional disciplinary action which may include AC Placement • Two tardies in one day = may be placed in AC for one day

Tardy Protocol

- Report to ECHS Office for late arrival, do not go straight to class
- Receive your tardy slip, and report to class – students cannot enter class without tardy slip. You are responsible for all instruction missed.

Conduct Guide

- Warning & Parent Contact
- Lunch Detention
- After School Detention
- ISS

Due to the rigorous and unique requirements at ECHS, excellent attendance and punctuality are priorities.

Students who accumulate excessive tardies and/or absences could be removed from the ECHS and required to attend home MISD high school.

TCC Absences

Absence Protocol

- Follow up with TCC Instructor's syllabi. Confirm how your instructor will handle absences. ➤ Know how many absences you can have per college course before you are removed from your college class.
- If you are planning an absence due to a doctor's appointment, etc, follow up with instructor beforehand.
You are in charge of initiating contact with your college instructor.

Conduct Guide

- A college instructor can remove you from their class when they feel you have exceeded their limit of absences.
- ***If you are removed from a college class, you may have to exit the ECHS and be required to attend a home MISD high school.***

HS Absences

Follow Mansfield's Code of Conduct for full explanation of attendance policy.

Absence Summary

- **First Semester**
 - 4 or more unexcused absences = credit denial in class(es) of absences
- **Second Semester**
 - 5 or more unexcused absences = credit denial in class(es) of absences

Absence Protocol: When a student returns to school from absence

- Report to attendance office to submit Absence Notice.
 - *Parent Note Must Include:* Date of absence, Reason for absence, Phone number where parent can be reached and Parent/Guardian signature
 - *Doctor Note Must Include:* Date of absence, Reason for absences, Doctor's phone number, and Doctor's signature. Doctor's Notes must be submitted for more than 5 consecutive absent days.
 - School staff reserves the right to call and confirm doctor's notes and/or absent notes from parents.

Conduct Guide

- Student who loses course credit due to attendance must follow the principal's attendance recovery plan.
- ***Student who jeopardizes his/her on-level graduation plan due to credit loss, will exit ECHS and attend their residential MISD high school.***

GRADING & HOMEWORK

See full MISD's Student Code of Conduct for full explanation of Grading Guidelines.

The district high schools use a weighted numerical grading system.* The following chart reflects the MISD grading system for grades 9-12:

A	90-100
B	80-89
C	70-79
F	Below 70

GRADING PRACTICES

An "Incomplete" (I) reflects incomplete student work and is not considered an academic grade. *See MISD Board Policy EIC (LOCAL).

Grades for the grading period shall be obtained by averaging student work as detailed below. Daily assignments may count more than once, but no more than twice.

TEA Interim Assessments may be adaptive and are utilized to inform instruction for individual students. These assessments may only be used as a participation grade.

District Curriculum-Based Assessments (CBAs) are calculated as a daily grade.

AP Classroom Unit Checks are required in all AP courses. Per College Board, these assessments are to inform instruction for individual students and may only be used as a participation grade.

ENGLISH

For ALL (On Level/Advanced/Advanced Placement)

60% - Major Grades (Minimum: 1 test & 1 composition/text)

40% - Daily Work, Daily Writing, & Quiz Grades

SOCIAL STUDIES

For ALL (On Level/Advanced/Advanced Placement)

At least one grade will include an open-ended writing in Social Studies

On Level Advanced/AP

50% - Major Grades 60% - Major Grades

50% - Daily Work 40%- Daily Work

SCIENCE

For ALL (On Level/Advanced/Advanced Placement)

At least one grade will include an open-ended writing in Science (Ex. CER)

50% - Test Grades

30% - Lab and Quiz Grades

20% - Daily Work and Homework

MATHEMATICS

On Level

50% - Major Grades

30% - Quiz Grades

20% - Classwork and Homework

Advanced/Advanced Placement

60% Major Grades
30% Quiz Grades

10% Classwork and Homework

WORLD LANGUAGES

40% - Major Grades
25% - Daily Work
35% - Speaking/Listening

FINE ARTS

Performance Courses Non-Performance Courses

50% - Daily Work 60% - Daily Work
30% - Performance Grades 40% - Major Grades
20% - Major Grades

ELECTIVES

40% - Major Grades
60% - Minor Grades

REQUIRED NUMBER OF GRADES EACH GRADING PERIOD

- On Level Classes: 8 grades (minimum)
- Advanced /Advanced Placement Classes: 8 grades (minimum)
- All Classes: 2 Grades (minimum) per Grading Period per Weighted Grading Category

SEMESTER GRADES

- Semester grades are computed for each course by averaging the numerical grades recorded for each of the three six-week reporting periods and the course semester exam.
- **All courses:** Semesters One and Two:
 - First and Fourth Grading Periods = 26% each
 - Second, Third, Fifth, and Sixth Grading Periods = 27% each
 - Semester Exam: 20%
- A student in grades 9-12, or in a lower grade when a student is enrolled in a high school credit-bearing course, will earn credit for a course only if the final grade is 70 or above. For a two-semester (1 credit) course, the student's grades from both semesters will be averaged and credit will be awarded if the combined average is 70 or above. Should the student's combined average be less than 70, the student will be required to retake the semester in which he or she failed.

SEMESTER EXAMS

Each semester, specific exam schedules are designated for MISD high school and dual credit courses. These schedules must be followed. Neither mid-term nor final exams are given early. If a student is absent on the day of an exam, he or she will take the exam at a date/time designated by the school. A student is expected to contact the course teacher to schedule a make-up time for a first semester exam missed because of student absence. A student is expected to contact the school counseling department to schedule a make-up time for any second semester exam missed because of student absence.

TEST RETAKES

- Students who fail a major test/assessment (below 70%) will be allowed to retake or correct up to a 70% grade. This does not include semester examinations. Students are expected to make arrangements with the teacher to retake or correct a major test/assessment.
- Students are encouraged to participate in tutoring opportunities before retaking a test.
- Each teacher will communicate routine requirements for retakes and corrections in his/her course syllabus. • All retakes or corrections must be completed prior to the end of each grading period unless the student is afforded time, after the grading period, because of the district's absence/make-up guidelines. • See UIL Eligibility ("No Pass/No Play") guidelines for additional information related to grades and UIL Eligibility.

LATE WORK

Students may be assessed a penalty of no more than 30 points for work turned in up to 48 hours after due date/time. Work turned in after 48 hours from the due date/time may be given a zero.

MAKEUP WORK (because of absence for any class missed)

- The teacher may assign the student makeup work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements.
- A student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher. When absent, the student is afforded the number of days missed plus one additional day to turn in makeup work. [A/B Block Example: A student misses Monday and Tuesday of the week and he/she returns on Wednesday of that same week. Student work from Monday's absence is considered late after Friday, and student work from Tuesday's absence is considered late after the following Monday.]
- A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.
- A student is encouraged to speak with his/her teacher if the student knows of an absence ahead of time, including absences for extracurricular activities, so that the teacher and student may plan any work that can be completed before or shortly after the absence.
- A student will be permitted to make up tests and turn in projects due in any class missed because of an absence. • Teachers may assign a late penalty to any long-term project in accordance with timelines approved by the principal and previously communicated to students.
- See UIL Eligibility ("No Pass/No Play") guidelines for additional information related to grades and UIL Eligibility.

WEIGHTED CREDIT

Per MISD Board Policy EIC (LOCAL):

- The District uses a weighted numerical grading system. In calculating GPA, ten points (per semester) shall be added to a student's average in Advanced Placement (AP) courses, Advanced courses, Academic Decathlon, and courses considered to be District approved college level dual credit courses. All other courses shall not receive weighted points for completion.
- No weighted credit point shall be added for grades lower than 70.
- Weighted grading shall be reflected in the student's GPA and not numerically per course on either the student's report card or transcript.

UIL ELIGIBILITY ("No Pass/No Play")

- Semester grades are calculated by averaging the numerical grades recorded for each of the three six-week reporting periods.
- Each grading period will stand alone for eligibility purposes.
- A student who is declared academically ineligible after a grading period will be able to regain eligibility if all of the student's grade averages are 70% or higher at the subsequent three-week grade reporting period. • See MISD Board Policy FM (LOCAL) – Exempt Courses.
- See UIL Eligibility ("No Pass/No Play") guidelines for additional information related to grades and UIL Eligibility.

ACADEMIC DISHONESTY

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic Dishonesty in TCC SE courses is cause for grade penalties on up to dismissal from the program.

POSTING STUDENT WORK

Student grades will be posted in the Skyward parent portal within five business days for daily grades and major grades. Special consideration is given to major projects, including lengthy writing assignments. Parents can check TCC Canvas.

CAMPUS LIFE

TCC Southeast MISD Early College High School offers students a rigorous, relevant curriculum leading to strong post secondary education opportunities. Scholars and parents who choose this college environment do so with the full understanding that the school is a college learning community. Our goal is to accelerate scholars into independent and resourceful leaders

9 th & 10 th Grade	11 th & 12 th Grade
Location: 2000 Hallway in Timberview	Location: TCC SE
Transportation is available	Transportation is available
<ul style="list-style-type: none"> • Clubs at ECHS, Timberview and TCC SE • Early College HS Student Only Classes • TCC Instructors teach at Timberview 	<ul style="list-style-type: none"> • Clubs at ECHS, Timberview and TCC SE • Blended Adult Learner TCC Classes • Junior/Senior Prom

ACADEMIC SUPPORTS



Advancement via Individual
Determination

MATRICULATION STANDARDS FOR 9th AND 10th GRADE- Each scholar must abide by these program standards for successful completion

9th Grade

- ✓ **Check MISD & TCC** email frequently
- ✓ **Check Skyward** for **MISD grades** and check **TCC Canvas** for **TCC grades**
- ✓ **Pass MISD & TCC Classes**. Must maintain a GPA of 2.0 or above in classes
- ✓ **Abide** by MISD, ECHS and TCC Code of Conduct. ✓ **Attend** classes and be on time
 - ✓ **Engage** in a club/organization, build leadership skills and become a natural problem solver
- ✓ **Get to know** the staff as we will write college and scholarship recommendations for students who have represented our program in a positive light
- ✓ **Engage in tutorials**, contact TCC instructor for office hours, AVID Study Process and Peer Collaborative Groups
- ✓ Students also have access to **TCC Study Centers** ✓ **Talk** to teachers, counselor and administrator if academic and social issues arise
- ✓ **Learn** the difference and teaching style of all MISD & TCC instructors
- ✓ **Complete** the required hours of **community service** per semester

GRADE LEVEL EXPECTATION:

- ✓ **Pass TSI ELAR**
- ✓ **Use College Prep** for TSI prep and course study time
- ✓ **Read** and follow a **syllabus**
- ✓ **Learn** how to **self-register for TCC** classes
- ✓ **Learn** how to use **TCC WebAdvisor & MyTCC Track** ✓ **Ask questions** and learn how to solve problems without shutting down.

10th Grade

- ✓ **Check MISD & TCC** email frequently
- ✓ **Check Skyward** for **MISD grades** and check **TCC Canvas** for **TCC grades**
- ✓ **Pass MISD & TCC Classes**. Must maintain a GPA of 2.0 or above in classes.
- ✓ **Abide** by MISD, ECHS and TCC Code of Conduct. ✓ **Attend** classes and be on time
 - ✓ **Engage** in a club/organization, build leadership skills and become a natural problem solver
- ✓ **Get to know** the staff as we will write college and scholarship recommendations for students who have represented our program in a positive light.
- ✓ **Engage in tutorials**, contact TCC instructor for office hours, AVID Study Process and Peer Collaborative Groups
- ✓ Students also have access to **TCC Study Centers** ✓ **Talk** to teachers, counselor and administrator if academic and social issues arise
- ✓ **Learn** the difference and teaching style of all MISD & TCC instructors
- ✓ **Complete** the required hours of **community service** per semester
- ✓ **Seek NHS** induction with a 97 MISD grade

average GRADE LEVEL EXPECTATION:

- ✓ **Pass TSI ELAR & TSI Math** (needed for STEM TCC Math & Science classes at TCC SE)
- ✓ **Use College Prep** for TSI prep and course study time
- ✓ **Balance the heavier load** of advanced classes and TCC classes. This is the most difficult year.
- ✓ **Learn how to self-register** for TCC classes that are located at TCC SE. It's first come, first served.
- ✓ **Submit Meningitis MCV4** immunization record Spring of 10th grade year for TCC SE classes.

MATRICULATION STANDARDS FOR 11TH AND 12TH GRADE-Each scholar must abide by these program standards for successful completion

11th Grade

- ✓ **Check MISD & TCC** email frequently
- ✓ **Check Skyward** for **MISD grades** and check **TCC Canvas** for **TCC grades**
- ✓ **Pass MISD & TCC Classes**. Must maintain a GPA of 2.0 or above in classes
- ✓ **Abide** by MISD, ECHS and TCC Code of Conduct. ✓ **Attend** classes and be on time
 - ✓ **Engage** in a club/organization, build leadership skills and become a natural problem solver
- ✓ **Get to know** the staff as we will write college and scholarship recommendations for students who have represented our program in a positive light
- ✓ **Engage in tutorials**, contact TCC instructor for office hours, AVID Study Process and Peer Collaborative Groups
- ✓ Students also have access to **TCC Study Centers** ✓ **Talk** to teachers, counselor and administrator if academic and social issues arise
- ✓ **Learn** the difference and teaching style of all MISD & TCC instructors
- ✓ **Complete** the required hours of **community service** per semester

GRADE LEVEL EXPECTATION:

- ✓ **Schedule your class time:** 8:00AM – 2:30PM ✓ **Pass TSI Math** (needed for STEM TCC Math & Science classes at TCC SE)
- ✓ **Take SAT with school and/or SAT/ACT on own** ✓ **Use Fridays** for study, work, internship and/or college visits.
- ✓ **If you are failing your TCC classes**, you will be asked to attend tutorials on Friday, if you cannot, and are still failing classes, you will attend your home campus
- ✓ **Respect the independence and flexibility** of attending classes on a college campus. Do not abuse this freedom as you will attend your home campus if the freedom of attending college is abused.

12th Grade

- ✓ **Check MISD & TCC** email frequently
- ✓ **Check Skyward** for **MISD grades** and check **TCC Canvas** for **TCC grades**
- ✓ **Pass MISD & TCC Classes**. Must maintain a GPA of 2.0 or above in classes
- ✓ **Abide** by MISD, ECHS and TCC Code of Conduct. ✓ **Attend** classes and be on time
 - ✓ **Engage** in a club/organization, build leadership skills and become a natural problem solver
- ✓ **Get to know** the staff as we will write college and scholarship recommendations for students who have represented our program in a positive light
- ✓ **Engage in tutorials**, contact TCC instructor for office hours, AVID Study Process and Peer Collaborative Groups
- ✓ Students also have access to **TCC Study Centers** ✓ **Talk** to teachers, counselor and administrator if academic and social issues arise
- ✓ **Learn** the difference and teaching style of all MISD & TCC instructors
- ✓ **Complete** the required hours of **community service** per semester

GRADE LEVEL EXPECTATION:

- ✓ **Apply to colleges/ military and scholarships.** ✓ **FAFSA submission**
- ✓ **Schedule your class time:** 8:00AM – 2:30PM ✓ **Pass TSI Math** (needed for STEM TCC Math & Science classes at TCC SE)
- ✓ **Use Fridays** for study, work, internship and/or college visits.
- ✓ **You** will not graduate from high school or TCC classes if requirements are not met.
- ✓ **You will not be able to drop TCC classes, fail TCC classes or need Maymester classes to retrieve your associate degree by the end of the spring semester. Associate degree stoles distributed to students who successfully complete ALL program classes by end of spring semester.**

Appendix A – Transcripts Audit Form

Name: «Student Full Last Name», «Student First Name» Student IDN: «Other_ID» Total Number of Credits Required by MISD: 26 CREDITS Graduation Cohort Year: 2023

ENGLISH (4 CR)	MATHEMATICS (4CR)	SOCIAL STUDIES (4CR)	SCIENCE (4CR)
English 9 (1)	Algebra I (1)	W. Geography (1)	Biology (1)
English 10 (1)	Geometry (1)	TCC US History I (.5)	Chemistry (1)
TCC Eng. Comp I (.5)	Algebra II (1)	TCC US History II (.5)	TCC Science I (1)
TCC Eng. Comp II (.5)	TCC College Algebra (1)	TCC Texas Govt. (.5)	TCC Science II (1)
TCC Public Speaking (.5)	TCC Pre – Calculus (1)	TCC Federal Govt. (.5)	TCC Science III (1)
TCC British Lit I (.5)	TCC Elem. Statistics (1)	TCC Sociology (.5)	Environmental Sys. (1)
TCC British Lit II (.5)	TCC Calculus (1)	TCC Psychology (.5)	Physics (1)

MISD Required Electives (5.5 Credits)	Other Electives (4.5 credits)	# of Credits
Health (.5)		
PE (1)		
FA: TCC Drama (1)		
LOTE I (1):		
LOTE II (1):		
Professional Communications (.5)		
TCC Economics (.5)		

EOC English I	EOC English II	EOC Biology	EOC Algebra I	EOC US History	TSI		
					Writing	ELAR	Math
Approached Met	Approached Met	Approached Met	Approached Met	Approached Met	Met Not Met	Met Not Met	Met Not Met
Masters	Masters	Masters	Masters	Masters			
Waived	Waived	Waived	Waived	Waived			

Placement Decision:

At this time, the placement recommendation for academic intervention is:

a. Student has already completed a probationary semester and is still in jeopardy of completing high school graduation requirements. He/she will attend their zoned MISD campus.

Date of Withdrawal: _____

b. Student will withdraw and return to zoned MISD campus without completing a probationary semester. Date of Withdrawal: _____

c. Student will stay at Early College HS for a probationary semester to recover all missing credits as needed understanding that student is in jeopardy of not graduating high school if student continues enrollment at ECHS and is not successful with course work. Family also understands that an unsuccessful probationary semester is cause for removal from Early College HS so that student can continue high school graduation requirements at zoned MISD campus. During the probationary period, a student cannot drop or fail any classes.

ECHS Intervention Plan:

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Helpful information for home high school:

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Student Signature: _____ Date: _____
Parent Signature: _____ Date: _____

Appendix C – AVID Program Expectations

Name of Student: _____ Enrollment

Date: _____ Student Number: _____

AVID is a program that prepares students for four-year college eligibility.

Student goals:

1. Academic success in high school/college preparatory classes.
2. Successful completion of high school/college eligibility requirements.
3. Enrollment in four-year college/university or career program after high school graduation.

Student Responsibilities:

1. Maintain satisfactory citizenship and attendance in all classes.
2. Maintain the AVID binder contents including, but not limited to, assignment sheets and Focused Notes.
3. Complete **all** homework assignments and commit to a minimum of two hours of homework each night.
4. Maintain an average GPA of 2.0 or higher in all classes.
5. Complete the required amount of community service hours each semester.

Student Agreement:

I agree to accept enrollment into the AVID elective class, which will offer academic support to me. I want to succeed and I understand I must take individual responsibility for my own success. I understand that in order to give fair consideration to my involvement with the program, I must commit to remaining enrolled in the AVID elective for at least one year and that I will be allowed to remain in the program only if I meet the student responsibilities outlined above. I also understand that studies show I will be most likely to demonstrate academic improvement if I remain in the program for at least three years.

Student Signature: _____

Support Statement: We agree to support the efforts of this student in meeting the goals outlined above.

AVID Coordinator Signature Parent Signature:

AVID Counselor Signature: Site Administrator Signature

Appendix D – Guidance & Counseling Expectations

Scholars and their families must follow the ECHS Counseling advisement to guarantee associate degree attainment and transferability of college credit. Scholars who deviate from the system is in jeopardy of not graduating.

Registration and Advising

Students will receive a registration ticket each semester for which they are required to self-register. Students should only register for classes on their registration ticket. Students should not register for Wintermester, Maymester, or Summer sessions without prior approval from their ECHS high school counselor and a signed registration ticket.

The “Drop 6 Rule “

In Texas, the “6 Drop Rule” prohibits dropping more than six classes after the "Census Date". If you are an undergraduate student and started as a first time undergraduate at any community college, four-year college, or university in the fall of 2007 or later, you cannot drop more than six courses during your entire Texas college career. The rationale for this rule is based on a Texas law designed to motivate and encourage course completion and the timely attainment of a degree. Do not drop a class without permission from ECHS Guidance and Counseling. Dropping a class can prohibit associate degree completion. Student and parent is responsible for tuition and textbooks of class at the third attempt.

The "Three Peat Rule”

In accordance with Texas Education Code Section 13.105 as of Fall 2002 undergraduate, Texas-resident students and students paying resident tuition attempting the same course for a third (or subsequent) time will be subject to the Three peat Fee for Undergraduate Hours.

"Attempted" hours are defined as all hours for which the student is enrolled as of the official Census date for the semester or session, regardless of whether the student withdraws from one or all classes after the Census date. Please see the Academic Calendar for the Census date for each semester and/or session.

Financial Aid: The “180-Rule”

Financial aid covers a maximum of 180 credit hours for a single program. What all of this means is that once you exceed 180 hours, your federal aid will likely no longer be available to you without an approved appeal. Some colleges do not have an appeal process. Do not enroll in any additional classes not approved by ECHS Guidance and Counseling.

Example 1: Jane Doe transfers to UTA with 67 college credits. UTA only accepts 42 (hypothetical) of the credits to apply toward her degree plan. Jane still needs 78 credit hours to complete her program and receive her bachelor's degree. $180 - 67 = 113$, so Jane will have enough hours left to complete her degree with financial aid if she meets all other requirements.

Example 2: John Doe transfers to Baylor with 67 credit hours. Baylor does not accept any (hypothetical) credits to apply toward his degree plan. John still needs 120 credit hours to complete his degree plan and receive his bachelor's degree. $180 - 67 = 113$, so John will not have financial aid available to him for last 7 hours of college credit and may have to pay out of pocket.

Grading and Academic Status

Grades for all college level classes will be reported via Canvas portal and Web Advisor account. The grades will not be available through skyward. Due to FERPA guidelines, college instructors will not discuss grades or assignments with anyone other than the student. It is important for parents to monitor their student's grades regularly via Canvas. ECHS will do grade checks through AVID. It is important for students to submit a screenshot of their Canvas grades so we will know how they are doing in their college classes. Failure to keep grades in good standing (C or better) could lead to a change in Academic Status.

Academic Probation - A student who fails to maintain a cumulative GPA of 2.0 or higher. Students may continue to enroll while on Academic Probation if they can enroll as a full time student.

Academic Suspension - A student who fails to maintain a GPA of 2.0 or higher while on Academic Probation will be dismissed from ECHS.

For more information visit <https://www.tccd.edu/services/district-admissions-records-office/academic-status/>

Social and Emotional well-being and academic success

Research shows that programs that support students' development in communicating effectively, negotiating conflict, practicing empathy understanding their own skills and abilities, managing their emotions and behavior and other social and emotional skills can lead to better academic and life outcomes. We are here to support students at ECHS.

Sometimes a student's Social and Emotional (SE) issues prevent success; however, we cannot help support students academically once they fall into Academic Probation/Suspension. If we cannot create a full time schedule for students, students exit the program. Always feel welcome to stop by the counselor's office, send an email to latoyabeale@misdmail.org or call 682-314-1391 for any reason you may need support.

Credit Transferability

No matter how many credit hours you have accumulated, it is extremely unlikely, they will all transfer for two main reasons:

1. Schools often have a limit to how many hours will transfer.
2. The course you earned credit for may not apply to the major you wish to pursue or even be offered at the school.

In the state of Texas, the [Texas Common Core Numbering System](#) offers a comprehensive search engine that allows you to compare courses offered at lower institutions, such as community colleges, to four-year universities. You can see which courses transfer to which institution depending on the desired school.

Outside of Texas, colleges may have a search engine and catalog where you will search through the courses offered at either school to see which ones they have in common. Receiving schools decide which transfer credits it will accept. D's and F's will likely not transfer. Students can determine what credits will transfer over by consulting their new school's admissions or registrar's office. You can also schedule an appointment to visit with the TCC SE Campus Transfer Coordinator.

You need transcripts from high school AND college

It is very important to obtain transcripts from both your high school and your affiliated college when you are accepted into the college of your choice. Colleges will not simply rely on your high school transcript to list certain courses as dual credit. Most colleges provide you with two free transcripts at graduation. Additional transcripts are available for a fee.

You will still be considered a college freshman

Most college admission pages will specify that even if you are enrolled in dual-credit courses at a collegiate institution, you will not be considered a transfer student. Each school will accept a different amount of transfer credits from its freshmen. Although you will still be considered a first-year student, if you have certain basic courses out of the way, you may find your way into more advanced courses or be able to graduate early.

Appendix E – College Terminology

Use this glossary of common college terminology to help you decipher what your US college advisers, professors and classmates are saying.

Academic year: The school year that begins with autumn classes. The academic year at most US colleges and universities starts in August or September.

Advisor: School official, usually assigned by your college or university, who can help choose your classes and make sure you are taking the right courses to graduate.

Associate’s degree: A [type of degree](#) awarded to students at a [US community college](#), usually after two years of classes.

Audit: To attend a class without receiving [academic credit](#).

Bachelor’s degree: A [degree awarded to undergraduates](#), usually after four years of college classes.

Commencement: Day of graduation.

Course Number: The number your college or university uses to classify a course. You usually need this number in order to register for a class.

Credit Hour: The number of hours assigned to a specific class. This is usually the number of hours per week you are in the class. The number of credit hours you enroll in determines whether you are a full-time student or a part-time student.

Doctorate: Highest academic degree. Awarded after a bachelor’s degree.

Elective: A class you can take that is not specifically required by your major or minor.

Extracurricular activities: Groups you belong to outside of class, such as sporting teams, clubs and organizations.

Financial Aid: Money you receive for your college tuition or expenses that you may or may not have to pay back. (See: “Grant,” “Loan,” and “Scholarship”)

Freshman: First-year college student.

Full-time student: A student who enrolls in at least a minimum number (determined by your college or university) of credit hours of courses.

General education classes: Classes that give students basic knowledge of a variety of topics. Students often must take general education classes in order to graduate. This set of classes includes different courses and is called by different names at various colleges and universities.

Grade point average: The average of all of the course grades you have received, on a four-point scale. **Grant:** A form of financial aid from a non-profit organization (such as the government) that you do not have to repay. **Greek:**

[Fraternities and sororities](#). They often have specific [student housing options](#) for their members.

Internship: A temporary job, paid or unpaid, usually in the field of your major. You may be able to receive college credit for an internship.

Junior: Third-year college student.

Loan: A form of financial aid that you must repay.

Major: Your primary area of study. [Your college major](#) is the field you plan to get a job in after you graduate (for example: business, linguistics, anthropology, psychology).

Master’s degree: A degree awarded to graduate students. The awarding of a [master’s degree](#) requires at least one year of study (and often more, depending on the field) after a student earns a bachelor’s degree.

Minor: Your secondary area of study. Fewer classes are required for a [college minor](#) than for a major. Colleges and universities usually do not require students to have a minor. Many students' minors are a specialization of their major field. For example, students who want to become a science reporter might major in journalism and minor in biology.

Non-resident: A student who is not an official resident of the state where a public university is located. Tuition at public universities is less expensive for residents.

Office hours: Time set aside by professors or teaching assistants for students to visit their office and ask questions or discuss the course they teach. Your professor or teaching assistant will tell you at the beginning of the term when and where office hours will be every week.

Online classes: Courses you take by computer instead of in a traditional classroom.

Part-time student: A student who does not enroll in enough credit hours to become a full-time student, as defined by your college or university. Part-time students often take only one or two classes at one time.

Prerequisite: A class that must be taken before you can take a different class. (For example, Astronomy 100 may be a prerequisite for Astronomy 200.)

Private university: A university that is privately funded. Tuition for a [private college or university](#) (before scholarships and grants) is the same for all students.

Public university: A university that is funded by the government. [Public colleges and universities](#) are less expensive for residents of the state where they are located.

Quarter: Type of academic term. A school with this system generally will have a fall quarter, winter quarter and spring quarter (each about 10 weeks long), along with a summer term. (See also: "Semester")

Resident: A student who lives in and meets the residency requirements for the state where a public university is located. Tuition at public universities often is more expensive for non-residents.

Scholarship: A form of financial aid that you do not have to repay.

Semester: Type of academic term. A school with this system generally will have a fall semester and a spring semester (each about 15 weeks long), along with a summer term. (See also: "Quarter")

Senior: Fourth-year college student. You are a senior when you graduate from college.

Sophomore: Second-year college student.

Syllabus: A description of a course, which also lists the dates of major exams, assignments and projects.

Term: The length of time that you take a college class. (See also: "Quarter" and "Semester")

Transcript: An official academic record from a specific school. It lists the courses you have completed, grades and information such as when you attended.

Early College HS Scholar Handbook Acknowledgement

I, _____, acknowledge as scholar attending TCC SE Mansfield Early College HS the requirement to adhere to the academic, attendance and behavior requirements outlined in this handbook. Furthermore, I understand that the MISD's Student Handbook and TCCD Student Handbook, which is available online, covers any issues not addressed in this supplemental handbook. I understand that by not meeting the academic and/or behavior expectations of the TCC SE Mansfield Early College HS, I may have my enrollment revoked; requiring me to attend my zoned MISD campus.

Scholar's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____

