



Parma City School District
6800 Commonwealth Blvd
Parma Hts, Ohio 44130



Annual Notice for 2025-2026 School Year

This document provides notice of the College Credit Plus program to **Parma City School District** students in grades 6 through 11 and their parents by February 1. This information will be posted on the school's website, and written communications including those generally distributed to students, course booklet, student assembly, or information night.

College Credit Plus Costs:

- (a) College Credit Plus opportunities have no cost to students, including the free option to attend public institutions of higher education. School districts have the option to seek reimbursement for the tuition the district has paid to the college on behalf of the student if the student receives a non-passing grade or withdraws after the no-fault deadline date.
- (b) There is potential cost of participation with a nonpublic/private institution of higher education. Private colleges/universities have the option of charging a minimal fee to students.
- (c) Students who are economically disadvantaged who choose to attend a nonpublic institution of higher education cannot be charged a minimum fee.
- (d) Parma City School District **is not** a nonpublic/private school. For students attending nonpublic/private secondary schools, students must apply for state funding to participate, and this funding may be limited for students.¹

(ii) Criteria for student participation, including, but not limited to, the following:

- (a) Parents and students must participate in a counseling session prior to participation (which may be included as part of the Information Session).

(b) Important Notice:

"Students must submit a **written notice of their intent to participate** in the upcoming academic year, by **April 1**, in accordance with section 3365.03 of the Revised Code, but may submit the written notice of intent to participate as early as February 1. Students desiring to participate in College Credit Plus in the summer are strongly encouraged to submit letters of intent and begin the admissions process starting in February and prior to the April 1 notice of intent deadline in order to improve chances of meeting summer registration timelines."

For students attending nonpublic/private secondary schools, students must submit their intent to participate within the funding application.

¹ See <https://www.ohiohighered.org/ccp/students-families> for funding application deadline, information, and links.

This information is provided to students as required by Ohio Revised Code 3365.04 and Ohio Administrative Code 3333-1-65.1. Form created by the Ohio Department of Higher Education and updated by Secondary School District.

Appeal Options when missing the April 1 deadline:

Any student who fails to provide the notification by the required date may not participate in the program during the following school year without the written consent of the principal, or equivalent. If a student seeks consent from the principal after failing to provide notification by the required date (April 1), the principal shall notify the Ohio Department of Education of the student's intent to participate within 10 days of the date on which the student seeks consent. If the principal does not provide written consent, the student may appeal the principal's decision to the district superintendent. Not later than 30 days after the notification of the appeal, the district superintendent or governing entity shall hear the appeal and shall make a decision to either grant or deny that student's participation in the program. The decision of the district superintendent or governing entity shall be final.²

There is no appeal for missing the April 1 deadline for students attending nonpublic/private secondary schools or homeschooled students.

(iii) Student participation options:

(a) Secondary schools cannot limit a student's participation in the College Credit Plus program to only the courses offered in that school and students may also participate online or at any other participating institution of higher education, or any combination thereof.

(b) Participating students may be concurrently enrolled in multiple postsecondary institutions and may take postsecondary courses from more than one institution of higher education, concurrently.

(c) List of courses offered at the secondary school through an agreement with an institution of higher education. **Parma City School District provides CCP options at the high school level. Please view the Parma City School District Course Registration Guide for 2025-2026 CCP course options. The Course Registration Guide can be found at www.parmacityschools.org.**

(d) Students should review the course catalog of an institution of higher education for a full listing of course offerings by the institution.

(e) At **Parma City School District** students **do³** have the option to participate in the College Credit Plus program at the high school. Students can also participate online or at an institution of higher education.

(f) Students have the opportunity to participate during the summer term. For any student participating in a summer term that transfers to a new secondary school, **the student has the responsibility to notify the institution of higher education and the student's prior and new secondary school of such transfer.**

Deadlines:

January 30, 2025 CCP Information Night Valley Forge High School 6:30-7:30PM

February 1, 2025 Letter of Intent form is available

April 1, 2025 Letter of Intent form is due

Additional CCP deadlines are determined by the university/college for with a student wishes to attend. Please check with the university/college for more deadlines and important dates.

(iv) **Tiffany Buchanan - Administrative Specialist for Alternative Programs and Chuck Caldwell - Administrative Specialist for CTE**, are the designated points of contact for College Credit Plus and will answer questions of students and parents and the community regarding

⁻² See [Ohio Revised Code 3365.03](#) for additional details.

³ The secondary school should indicate if the school does or does not offer college courses within the school building.

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the program's operation and will act as a liaison to the state of Ohio to monitor future changes or amendments to the program. **Please contact Tiffany Buchanan at buchanant@parmacityschools.org or Chuck Caldwell at caldwellc@parmacityschools.org if you have any questions.**

