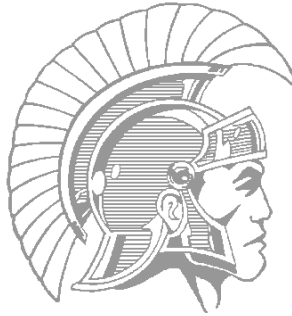


# NEW KENT HIGH SCHOOL

7365 Egypt Road  
New Kent, Virginia 23124



Allison Strickland, Principal  
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March 26, 2025

Dear Early College Academy Students and Families,

Early College Academy is a partnership with Rappahannock Community College (RCC) and New Kent High School (NKHS). This agreement affords you the opportunity to earn general education college credits that could culminate in an associate's degree or certificate. The cost and time saving benefits are persuasive. To be a competitive candidate for four-year college admissions, a rigorous high school transcript is necessary. Early College Academy participation provides that rigor! NKHS is excited about your potential and we would like to relay pertinent summer participation information and the student/parent participation agreement.

Please allow me to share information about this summer's classes. The syllabi will be emailed following tonight's session. They will also be available on the School Counseling ECA site. The SDV 100, College Success Skills (1 cr.) class will be taught asynchronously by Kelly Osuanah, a seasoned RCC instructor. The ITE 152, Information Literacy (3 cr.) class, will also be taught asynchronously by Terri Seward, also a highly experienced RCC instructor. We have tapped both teachers' skills in the past, with great success. Due to the nature of content delivery, students will need to have reliable Internet access. You must also have access to a personal laptop; Chromebooks do not suffice for ITE. If you do not have access to a laptop, RCC has a loaner laptop program. Both classes begin June 3 and end July 28. You will learn how to access your My RCC and Canvas with Mrs. Stephens, the RCC high school navigator, prior to classes starting.

## **Summer Session Payment Information:**

Families will pay NKHS directly for the four credits at \$15 per credit and related teaching fees for both instructors. Note that this is the only summer where families pay NKHS directly for RCC classes. Any future summer classes will require direct payment to RCC through the student's My RCC account. The cost for teacher fees is dependent on the number on the number of students enrolled for both classes. **You must confirm participation either tonight or via email by this Friday at Noon.** Mrs. Spiak will then send an email to everyone with the total cost for the credits and the teachers' fee. There are no additional textbook fees. Full payment, which will be around \$200, must be received by **no later than Fri., May 23 at Noon.** No student will be allowed to take either summer class unless the full payment is received by the deadline. Please also note that no refunds will be issued if the student withdraws/drops the course, as the cost is based on the total number of students participating and covering instructor fees.

**To Pay Online (4% fee for this service):** To pay by credit card or debit, there will be a small, 4%, fee. To access the online payment system, go to:

- NKHS Main Site and click the “Parents” tab.
- Click Online School Payments and find ECA.

**To Pay by Check: (must arrive no later than May 23)**

- Checks may be made out to New Kent High School, with Early College Academy **AND** your child’s name listed in the memo. **Please mail checks to NKHS** with attention to Peggy Spiak. (address on top of letterhead)

If you have questions or concerns, please message Mrs. Spiak at [pspiak@nkcps.k12.va.us](mailto:pspiak@nkcps.k12.va.us)

Most sincerely,

Peggy Spiak,  
College, Career, & Life Readiness Coordinator

# Summer Cohort Student Responsibilities:

Students wishing to accept responsibility for college level work taught by RCC's instructors must agree to the following expectations. **Both student and parent must acknowledge acceptance and adherence to the following statements. Please submit this signed page as soon as possible**, payment is not due until 5/23.

## **I understand that...**

1. Students will meet with Mrs. Stephens the week prior to the start of classes on June 3. During that meeting they will: Apply to RCC, be walked through submitting the FERPA (optional), and shown how to access My RCC to access their classes.
2. I must **confirm participation by no later than this Friday at Noon, by email to Mrs. Spiak**
3. I must **submit this signed student responsibilities letter as soon as possible to Mrs. Spiak.**
4. I understand that **Mrs. Stephens will meet with students** between the end of April through May to help students apply to RCC. Parents will receive an email following the student meeting to submit the consent form to allow the student to take RCC dual enrollment classes next year. She will also students ensure can access their My RCC account for summer courses.
5. It is my responsibility to **pay NKHS in full no later than May 23 at Noon.** The total, to be confirmed soon by email, may be paid by check or credit card payment online. Failure to pay by the deadline will result in the student not being enrolled and not participating in Early College Academy summer classes.
6. It is the student's responsibility to check Schoology messages and updates at least every two weeks throughout participation in ECA. Your RCC instructors will communicate via your RCC email.
7. I agree to RCC's Code of Conduct. In addition, my participation in both summer courses serves as an acknowledgement of the course procedures, regulations, and course requirements, as detailed in the course syllabi.
8. The course syllabi will outline RCC's withdrawal deadlines. Withdrawing from a class will result in the mark of "W" on a student's official RCC transcript. It will not impact your college GPA. However, you will not receive a refund for the class.
9. Instructors are RCC personnel and are solely responsible for the instruction and grading of the courses. If assistance is needed, it is the student's responsibility to initiate conversation to seek support from the teacher.
10. SDV 100 and ITE 152 only earn college credit through RCC, with no high school credit awarded. The courses are required for the associate degree or certificate program.
11. Typically, academic courses transferring to four-year colleges/universities only do so with a grade of "C" or better.
12. My progression through Early College will be continually re-evaluated, based on my performance in NKHS and RCC classes. I understand that my indicated preferred pathway, associate's degree or certificate, is not guaranteed by NKHS.
13. In order to work toward earning either the degree or certificate, students will meet with Mrs. Stephens to ensure satisfactory performance toward the student's desired pathway.

**By signing below, you agree, to adhere to the payment requirements and deadlines for these summer classes. You further agree to the student responsibilities outlined above.**

**Student:** \_\_\_\_\_ **Parent:** \_\_\_\_\_

**Date:** \_\_\_\_\_