



**Manchester Local Schools - College Credit Plus Parent/Student Acknowledgement Form
2026/27 School Year**

COMPLETE THIS FORM, SIGN, AND RETURN TO THE COUNSELING DEPARTMENT PRIOR TO APRIL 1ST, 2026!

1. Program eligibility – students in grades 7-12 who apply for and are accepted into a college are eligible to receive a maximum of 30 college level credit hours per academic year (courses taken at the high school will deduct from the total amount of college credits a student is eligible to receive). The first term of the academic year is the Summer term.
2. If a student fails, does not complete, or withdraws from a course after the 14th calendar day the particular course began for traditional 16 week courses (or per the college/university's official drop date policy for accelerated classes), the student/family may be asked to reimburse the district for tuition, fees, and book costs for the course. Failure in a course will deduct from the 30 allowable credit hours per academic year.
3. Poor performance may result with the student being placed on academic probation and restricted from taking further classes.
4. Some courses will have their course grade weighted on the high school transcript and therefore will have a greater impact on a student's GPA. Please see the MHS Curriculum Guide regarding the district's CCP grading policy.
5. Transportation to/from College Credit Plus courses and technology needed for online courses are the student's responsibility.

Note: Not all technology used in CCP is compatible with Manchester Local Schools' Chromebook devices. Students may need a personal device, such as a personal computer, iPad, etc. to participate in CCP courses.

6. It is the student's responsibility to ensure that all course textbooks are returned to the college by the end of final exam week. Missing or damaged materials may result in a fine.
7. All requirements for high school graduation must still be met for a diploma to be earned. Scheduling responsibilities lie with the student. Scheduling difficulties may arise due to the timing of high school courses and college courses.
8. College calendars often vary from high school calendars and may result in different start and end dates, exam dates, and possible conflicts. It is the responsibility of the student to provide advance notice of any conflict between the college's exam schedule and the high school's to the student's teacher and counselor.
9. As a result of not being in the high school setting full-time, some pertinent information regarding deadlines, upcoming events, etc. may be missed and it is the responsibility of students to ensure they receive this information.
10. Student athletes are required to meet OHSAA athletic eligibility requirements, regardless of where the classes are taking place.

By signing below, I acknowledge that I have reviewed and understand all information included in the Manchester Local Schools College Credit Plus Parent/Student Acknowledgement Form. I understand that participation in the CCP program carries academic responsibilities. I agree to comply with all policies and procedures of both Manchester Local Schools and the participating college or university. I further acknowledge that failure to complete, withdrawal from, or unsuccessful completion of a CCP course may result in financial obligation to reimburse the district for tuition, fees, and/or textbook costs as outlined in this agreement.

Student Name (print): _____

Student Signature: _____

Parent Signature: _____

Date: _____