Lake Washington School District

Running Start Checklist

RHS School Counselors have compiled all the information regarding Running Start enrollment below. Students have everything needed to be successful when applying to the Running Start program.

*Please **do not** schedule a meeting with your school counselor until you have utilized all resources and followed all the steps below.*

- ☐ **Step 1**: Watch the Running Start Information Session on the RHS Running Start website.
  - This will help you in deciding if Running Start is the right fit for you.

- ☐ **Step 2**: Decide which college you would like to attend and watch/attend the informational session provided by the college. Details can be found on the college's Running Start website.
  - Local colleges commonly used by RHS students are listed on the RHS Website.

- ☐ **Step 3:** Decide if you would like to do full-time or part-time Running Start. Unsure of which option is the best for you? Please see the part-time section on the RHS Website for more information.

*If you have any additional questions that were not answered on the website or through the resources, please email your counselor the questions you have **before** scheduling a meeting.*

- ☐ **Step 4:** Follow the college's specific steps to submit your application for Running Start
  - Complete English/Math placement *(if required*). Once placement is determined you will receive an email confirmation from the college.
  - Carefully review the college website for fall enrollment timeline/deadlines. Many colleges have open enrollment, meaning you can apply through August, but there may be a deadline to enroll in a specific quarter.

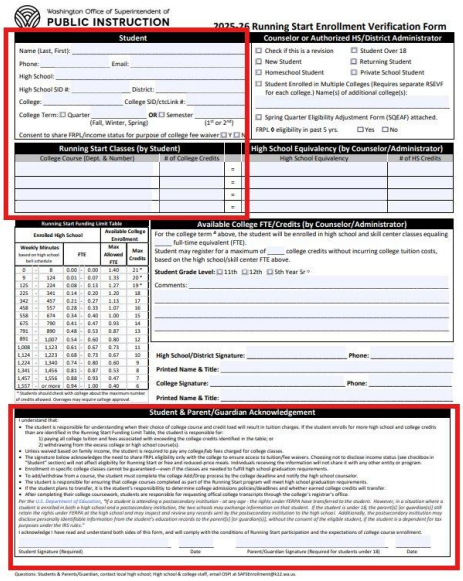
Unsure if Running Start is the best fit for you? Take the time you need to make the best decision for your academic journey. Application submission timeline may look different to each student. Typically – students begin applying for Running Start around February, but you can submit your application up until the college of your choosing's application deadline.

- ☐ **Step 5:** Once you have completed all enrollment steps and been accepted to the college as a Running Start student, complete the RHS Running Start Agreement . Students should complete this agreement form each school year they participate in Running Start.
  - Email a copy of the completed form to your school counselor.

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- ☐ **Step 6:** When you are ready to register for college classes, complete the RSEVF as indicated to the right.
  - Complete all required student and parent/guardian fields of the RSEVF marked in red.
  - Course registration at the college is typically first come, first served. It's important you pay attention to your school's registration window to ensure you can get into the classes you need to take. Seats fill up quickly!
  - So you are prepared to register when the registration window opens for the quarter, complete your RSEVF well before the registration window opens to ensure there are no delays in registering for courses, and to give your school counselor ample time to complete your form and return it to you. See step 7 for details.


Washington Office of Superintendent of PUBLIC INSTRUCTION

2025-26 Running Start Enrollment Verification Form

Student

Counselor or Authorized HS/District Administrator

Running Start Classes (by Student)

High School Equivalency (by Counselor/Administrator)

Running Start Funding Limit Table

Available College FTE/Credits (by Counselor/Administrator)

Student & Parent/Guardian Acknowledgement

- ☐ **Step 7:** Email your RSEVF to your RHS school counselor. Ensure the student and parents fields are filled in. Refer to image.
  - Your school counselor will not complete the counselor fields of the form if the student/parent sections are not complete.
  - Your school counselor may suggest you take different classes than what you record on your RSEVF. Remember- even as a Running Start student, you must continue to work on completing high school graduation requirements to earn your high school diploma.
    - Students entering Running Start as a 12th grader must have specific credit-bearing requirements remaining to be eligible for Running Start.

- ☐ **Step 8**: Once you receive your completed RSEVF from your school counselor (via LWSD email), students will need to follow their college's process to register for their Running Start classes. Counselors DO NOT have access to the college enrollment systems, so it is important you pay attention to the enrollment dates and processes for your college.
  - Students are responsible for monitoring, planning and registering for appropriate Running Start courses that will meet graduation requirements. Refer to the LWSD equivalency chart for courses that meet specific credit requirements.

Use resources like your Skyward Graduation Plan, LWSD equivalency chart, and course catalogs to help you identify the courses you need to take.