Northshore
School District

Northshore School District Running Start Contract

Student Name	Student ID	Class of	Student's college email
_____	_____	_____	_____

Running Start (RS) is a student driven program that offers students a valuable opportunity, but includes additional responsibilities and college academic courses frequently require a high level of self-discipline.

Northshore School District (NSD) aims to fully inform you and your parent/guardian about the unique requirements of the program.

To participate, both the student and parent/guardian need to review and sign this contract to confirm their understanding of the following expectations and agreements.

Policies and Procedures

- Entrance into RS varies for each community college. All students must follow the college's RS placement requirements to participate in RS.
- NSD is on a semester schedule and the community colleges are on a quarter schedule. Starting, ending, and vacation dates will be different. Missing school at one facility because the other is not in session will not be accepted as an excused absence. RS courses and transportation times cannot conflict with a student's NSD schedule. Parents must call their high school attendance office to excuse any absences due to alternate high school schedules (assembly days, testing, etc.).
- Colleges view RS students as college students and will not communicate attendance or academic concerns to the parent or the high school.
- RS covers tuition through a processed Enrollment Verification Form (EVF). Students are responsible for getting their EVF signed and turned into the college before the tuition deadline of each quarter. RS funding does not cover fees, books, and/or courses numbered 099 and below. Students must pay for credits exceeding RS allowances. Credits funded are determined by the quarterly EVF.
- Students must schedule appointments to review and sign EVFs with their counselor in advance. Counselors will not accept walk-ins.
- If the student completes all graduation requirements before the fall of senior year, the student will be graduated and withdrawn from NSD.
- RS students meeting WIAA standards may participate in high school athletics but should anticipate potential scheduling conflicts. A separate WIAA/RS contract will be required to participate in NSD athletics.
- RS Students are only allowed on their home high school campus before or after school and for the classes that they are enrolled in. RS Students are welcomed on their home high school campus after signing in at the main office to:
    - Make a payment.
    - Meet with their counselor (with an appointment).
    - Attend sanctioned events, such as assemblies or class meetings.
    - Attend clubs (students must sign up by the club deadline and be on an approved participant list).
    - Attend other school related functions, including dances and sporting events.

Courses and Grades

- Monitoring all RS deadlines is the responsibility of the student. The earlier students register at the college, the better their chances will be to get their desired courses. There is no guarantee that students will be able to register for the classes desired at the community college.
- All RS grades received will become a permanent part of the student's high school and college transcripts. Students must take all courses for a letter grade.
- It is the student's responsibility to request official transcripts from the college for their college application process. NSD counselors cannot send college transcripts.
- RS students must maintain academic standards as defined by their college. The community college may withdraw the student from the RS program; this may impact on-time graduation.
- Deviation from the courses listed and approved by the counselor on the EVF may impact graduation requirements. RSEVF
- It is expected that **all** graduation requirements are completed at the college by winter quarter of senior year.
- If there are remaining graduation requirements that must be taken in the spring quarter of senior year, the student must be able to prove they are passing graduation requirements to participate in graduation ceremonies.

Student Responsibilities

- Students are responsible for maintaining a full-time academic schedule. Full-time RS is defined by students taking a minimum of 15 college credits each quarter (roughly 3 classes). Please review the chart shown for a detailed look at how NSD outlines the combination of part-time RS and part-time NSD classes to account for full-time status between schools.

Number of Running Start Credits	Minimum Classes to be Taken in NSD
5	4
10	2
15	0

- Dropping RS classes may affect on-time graduation. It is the student's responsibility to drop any RS classes (once approval has been given) with the college being sure to follow the college's guidelines.
- Students must get **PRIOR** approval before dropping a RS class. If prior approval is not granted, the student will need to return to NSD and enroll in classes to maintain full time status.
- Because schedules in the college and high school are not aligned, RS is expected to be a year-long commitment. Starting or ending RS mid-year may adversely impact a student's credits.
- It is the responsibility of RS students and parents/guardians to stay informed regarding diploma requirements, college application/testing deadlines, and graduation ceremony information. This can be done by checking NSD emails and the school website.

- Students with disabilities who have a 504 Plan or Individual Education Plan (IEP) are responsible for informing and providing documentation of the disability to the community college in order to receive accommodations at the college.
- Some post-secondary schools, especially those out of state, may not accept RS credits. It is the student's responsibility to verify transfer policies.
- RS courses may impact future financial aid. Students with questions about the effect of RS on their student aid or scholarship packages should always check directly with the college's financial aid offices.
- RS students are responsible for their own transportation to/from any campus. Arrangements for parking and any fees related to parking need to be addressed individually with each educational location.

Please sign below to indicate that you and your parent/guardian have read this contract fully, understand the expectations and agree to all of the conditions outlined in this contract and wish to participate in the Running Start Program.

Student Name (print)	Student Signature	Date
Parent/Guardian Name (print)	Parent/Guardian Signature	Date