

Rye High School Concurrent Enrollment Interest Checklist

Checklist for Counselors and Students

Student: _____ Date of Birth: _____

Email: _____ Non-District 70 Email: _____

Steps to Apply

- Qualify in the following ways:
 - Up to date on credits required for a high school diploma
 - Have a cumulative GPA of at least 2.5
 - Demonstrate college readiness based on test scores for courses in math and English
 - Skills based trades such as welding will not require a minimum test score, but still
 - require completion of the exam
 - Submit scores to the counselor

Math _____ (min. score 245) **English** _____ (min. score 246)

- Complete your ICAP: Log into Major Clarity to complete your ICAP. If you have questions, ask your counselor. Your courses should align to your career interests and academic plan based on your Individual Career and Academic Plan. You can verify this by accessing your “My Portfolio” (career paths and academic planning)
- Receive academic advising with your counselor to determine what types of classes you can enroll in. As concurrent enrollment (part time) college student you can pick up to two courses.
- Meet with your counselor to turn in all paperwork.

Required Signatures

Counselor/Principal approval _____ Date _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

Concurrent Enrollment Checklist

_____ Yes	_____ No	Student has submitted qualifying scores and shows a qualifying cumulative GPA along with the appropriate signatures by the designated time.
_____ Yes	_____ No	Student has applied to the college of interest either PCC or CSU-P including authorization of COF funds. Student # _____ (PCC) or NetID _____ (CSU)
_____ Yes	_____ No	Student has up to date ICAP plan in Major Clarity that shows alignment to career interests (GT courses apply to all majors and fields)
_____ Yes	_____ No	Parent and Student understand that concurrent enrollment students are responsible for their own transportation and are also responsible for the cost of books and fees from the college.
_____ Yes	_____ No	Student has received academic advising with his/her counselor to pick classes prior to meeting with a college representative.
_____ Yes	_____ No	Parent and Student understand the policies regarding failing a course and/or withdrawing from a course as provided in the course guide.
_____ Yes	_____ No	Parent and Student understand that students are allowed to take up to 9 credits per semester and those must be scheduled to coincide with the high school schedule. No courses will be approved that require students to leave our building more than once a day.
_____ Yes	_____ No	Student will meet with Concurrent Enrollment Coordinator from the college at Rye when scheduled to select courses for the upcoming semester. Fall semester courses will be selected no later than April 20 th of previous year and by December 1 st for the Spring semester.

****If you have not completed the Interest checklist and followed protocol for the enrollment process, your classes may not be approved or paid for by the District.**

Rye High School Concurrent Enrollment Contract

Name: _____

College Interested in Attending: _____

S Number(PCC): _____ or Net ID(CSU) _____

Prefer AM _____ Prefer PM _____ Fridays or Evenings _____

Please read the following statements and sign your initials next to each acknowledging you understand the requirement.

_____ I understand that my counselor is always my first point of contact for anything CE related: testing, scheduling, schedule changes, and requirements. If I bypass my counselor and meet directly with college enrollment advisors there is a risk that the district will not pay for my enrolled courses.

_____ I will be assigned a time to meet with my college representative here at Rye HS for registration.

_____ If I miss my assigned registration time it is up to me to speak with my counselor to schedule a new time.

_____ Once I select my course(s) for the next semester, they will be approved by my counselor, or my counselor will explain why they are not being approved.

_____ Changing the courses I have selected is highly discouraged, and if I choose to make a change that must be discussed prior to doing so with my counselor and approved by my counselor.

_____ I understand the district's policy regarding withdrawal from courses and failing courses. Please note that while your college transcript may reflect a withdrawal, any course withdrawal after 3 weeks from the start date of that course will result in a withdrawal failure on your high school transcript and will impact your GPA.

Student Signature _____ Date _____

Parent Signature _____ Date _____