

2026-2027 Student/Parent Agreement - Career and College Promise Students

The Career and College Promise (CCP) Program is an opportunity for students to earn college credit while in high school. UCPS has a partnership for students to take classes through South Piedmont Community College (SPCC). Students taking classes through other community colleges are still responsible for the other components of this agreement appropriate to their institution but are not eligible for textbook reimbursement. Participation in the CCP Program is a privilege. Students who enroll are expected to meet the academic expectations, deadlines, and responsibilities of a college student. The information listed below provides a description of the Union County Public Schools (UCPS) CCP Program.

CCP policies and procedures

The student is attending South Piedmont Community College according to the guidelines specified in Session Law 2011-145, the Appropriations Act of 2011, commonly called Career and College Promise (CCP). The student is expected to follow the Union County Public Schools (UCPS) Student Code of Conduct as well as South Piedmont Community College (SPCC) Student Code of Conduct while enrolled in classes at South Piedmont Community College.

Eligibility

Eligibility guidelines to participate have been set by the State Board of Community Colleges Code. In general, students must be juniors or seniors with a 2.8 unweighted GPA. For additional eligibility criteria established by the State Board of Community Colleges, please visit https://bit.ly/SBCCC_CCP_Code. Students should meet with their counselor and/or career development coordinator (CDC) at their school regarding participation in CCP the semester before they are interested in taking classes. This ensures that students can complete all the steps for enrollment and discuss the impact it may have on high school graduation requirements.

Additional Quality Points

All CCP courses award college credit toward a certificate, diploma, degree, or state or industry-recognized credential as well as provide entry-level jobs skills. Most courses in College Transfer Pathways (CTP) that are 3-credit hours or higher do carry a full additional quality point except EDU187. Not all CCP courses are eligible for additional quality points or credit towards high school graduation requirements. A current list of courses with quality points as established by NCDPI is available through the school-based CCP contacts as listed on the UCPS CCP Website. Students who have questions about quality points should speak with their school counselor before enrolling in a course.

Taking CCP Courses for High School Graduation Requirements

A chart of current CCP courses that may be taken to replace high school graduation requirements is available on the UCPS CCP Website. Please note that these may change from year to year and are established by NCDPI. Students must enroll in and complete all CCP courses on the chart through the community college in order to earn credit for the corresponding high school graduation requirement. If a community college has awarded credit based on a prior learning policy for college purposes, such as from AP or CLEP scores, those local college policies cannot be combined with additional CCP courses to transfer back to the high school for credit. CCP courses that are at least 3-credit hours or higher can count as at least elective credits. In order for a student to be dually enrolled, the student's schedule must indicate that the student is coming onto their high school campus for at least one of their classes during the course of the school year. If the student does not attend said class, then they would be considered absent.

Retaking CCP Courses

CCP courses are not eligible for grade suppression through UCPS, unless the student receives a grade of "D", "F" or "WF". A student must request permission from the school administration to grade suppress by the 10th UCPS class day of the semester that the student is planning to repeat the course. Students may repeat one course per year with an earned grade of "D" for grade suppression if this course is a prerequisite for another course on the established CTP or CTE course of study that the student is enrolled in with SPCC. Verification must be provided by the student's SPCC Career Coach that failure to repeat the course would keep the student from making progress on their established pathway. Students may not repeat a CCP course for grade suppression if they earned a grade of "C" or higher for grade suppression for UCPS. All course attempts will be listed on the high school transcript with all grades listed but only the newest course would count as part of the student's GPA. Refer to the UCPS Program of Studies, Retaking Courses Previously Passed for Grade Suppression for information.

Communication

Students, not parents, are allowed to contact SPCC instructors. Students should check their SPCC e-mail account at least once per day for official communications. If an issue arises, students should do the following: 1) Email/speak to their SPCC Career Coach, 2) Email/speak to their instructor for the specific SPCC course, 3) If the instructor does not respond within 24 hours, contact the department chair of the specific department for next level support.

Attendance

- SPCC courses do not follow the UCPS instructional calendar. Students are responsible for knowing when their classes begin and must follow both the UCPS and SPCC academic calendars. Students are required to attend SPCC classes even when UCPS is not in session. Failure to attend or participate in an SPCC course may violate the SPCC attendance policy and may result in the instructor withdrawing the student from the course.
- Students must follow the attendance policy outlined in the SPCC course syllabus. This policy is different from the UCPS attendance policy. SPCC does not classify absences as excused or unexcused. Instead, absences are recorded in SPCC's online system, and multiple absences may negatively affect a student's academic progress, including withdrawal from the course by the instructor.
- If a student is withdrawn by the instructor for attendance and receives a grade of "WI" at SPCC, the grade will be recorded as a "WF" on the student's high school transcript, which will impact the student's high school GPA.
- Students enrolled in courses that meet on the SPCC campus must follow their high school's sign-in and sign-out procedures when leaving or returning to UCPS property.

CCP Textbooks, Course Fees & Textbook Fee Reimbursement

- **Textbooks** - Courses at SPCC will utilize a digital textbook platform to access textbooks and materials in the course's SPCC Canvas page. Students cannot purchase textbooks or materials from outside sources. Textbook/course material fees will be billed to students. UCPS does not purchase, distribute or collect textbooks and access codes for courses.
- **Additional Course Fees** - Some courses that utilize additional resources or kits will have a fee included. These are the responsibility of the student.
- **Textbook Fee Reimbursement** - Students may request reimbursement for their SPCC textbook fees each term. UCPS will reimburse currently enrolled UCPS CCP students up to \$50 per CCP course taken at SPCC for textbook course fees with a \$100 maximum per term. Reimbursements will be paid out to students that submit their documentation with the reimbursement request form before established deadlines for the fall, spring and summer terms. Incorrect documentation will result in the reimbursement request to be denied. Reminders may be provided by the school and district, but submission of the form is the student's responsibility. Reimbursement requests will be submitted electronically by the student and typically available in the middle of the SPCC term - approximately March 1st for spring, June 15th for summer and October 1st for fall. Open reimbursement forms will be linked on the UCPS CCP website. Reimbursements will not be made for classes where a student withdraws before the course student initiated withdrawal deadline at the time of reimbursement processing. Students who face financial hardship can request a Hardship Waiver through their high school counselors by specific dates before the start of each community college term.

Grading

- Students will receive one final grade at the end of the semester. There are no interim or mid-semester grades reported.

SPCC – UCPS GRADE CONVERSION CHART				
Final grade from SPCC is NOT numerical; only a letter grade is provided				
(90-100) A = 95	(80-89) B = 85	(70-79) C = 75	(60-69) D = 65	(0-59) F = 55
Note: If a student withdraws or drops a course, the grades on the high school transcript will follow the guidelines above under "Withdrawing from SPCC Courses"				

- CCP courses are eligible for grade suppression on a limited basis if a student earns a grade of "D", "F", or "WF". Please refer to the section above "Retaking CCP Courses" for specifics. CCP courses cannot be taken Pass/Fail on the high school transcript. All attempts will be listed on the student transcript.

Grading for Dropped/Withdrawn Courses

Dropping/withdrawing from a course after it has begun may have significant impacts on the student's SPCC and high school transcript, GPA, ranking, and graduation requirements. Students should talk to their counselor and SPCC Career Coach prior to withdrawing from a course.

SPCC courses have different withdrawal windows depending on the session/length of the course and are established by the SPCC academic calendar. The census date, sometimes known as the drop date, is the last day to drop a course without any record or grade appearing on your college transcript though it may appear on the high school transcript based on the below. Any enrollment change after the census/drop date is considered a course withdrawal and will be listed on the college transcript and the high school transcript.

Guidelines for course drop/withdrawal grading

- Was the CCP course being used as one of the student's four high school block classes (i.e., part of full-time enrollment)?
 - o **Yes**
 - Did the student enroll in something else to get back to full-time enrollment with high school or SPCC?
 - **No** → The course will remain on the high school transcript with a grade of "WF" (Withdrawn Failing).
 - **Yes** → Proceed to the next question.
 - o **No** → Proceed to the next question.
- When was the student removed from the course?
 - o Student was withdrawn by the instructor ("WI") consistent with the SPCC attendance policy
 - The student will receive a "WF" on the high school transcript.
 - o Before the census/drop date
 - This may occur due to section cancellation, non-completion of the start-up activity, or a student-initiated drop.
 - This is classified as a "drop", and the course will be removed from the high school transcript.
 - o Between the census/drop date and the last day for student-initiated withdrawal
 - Course recorded on the HS transcript with a grade of "WP" (Withdrawn Passing). "WP" does not impact GPA.
 - o After the last day for student-initiated withdrawal
 - The course will be recorded as "WF" by default. Documentation from the Chief Academic Officer or Chief Student Services Officer at SPCC needed otherwise.

Additional Information

- Any parking or speeding violations as well as major discipline issues that take place on the campus of SPCC will be reported to the Monroe police officers on campus.
- By signing this agreement, you understand that dropping/withdrawing from a course may affect your ability to receive financial aid after graduation. If you have specific financial aid questions, contact SPCC's Financial Aid Department: <https://spcc.edu/pay-for-college/satisfactory-academic-progress-policy-for-students-receiving-financial-aid/>.

By signing this agreement, the high school student and parent acknowledge their understanding of the statements above and agree to follow all rules and regulations as noted.

Student Name (Print)

Signature

Date

Parent/Guardian Signature

Date