



## Concurrent Enrollment College Agreement

Student: You have indicated that you are interested in taking a course at Arapahoe Community College (ACC). Persons under 21 years of age who are enrolled in the 9<sup>th</sup> – 12<sup>th</sup> grade in a school district and who demonstrate academic preparedness are eligible for Concurrent Enrollment Programs. Concurrent Enrollment students earn both high school and college credit for the same course, and the students' share of college tuition is paid by the school district. Students in 12<sup>th</sup> grade may enroll in college basic skills courses, if approved by their school district. High school students who are retained for instructional purposes beyond the 12<sup>th</sup> grade may not enroll in more than nine college credits concurrently during the following year. To enroll in a course at an eligible postsecondary institution, a student must have completed the minimum course prerequisites and all required assessments.

**SECTION A: To be completed by the Student (PLEASE PRINT & USE BLACK OR BLUE PEN)**

Name: \_\_\_\_\_ Semester/Year \_\_\_\_\_

ACC Student ID # S \_\_\_\_\_ SASID # (10-digits) \_\_\_\_\_  
(To be completed by your School Counselor or Administrator)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Date of Birth \_\_\_\_\_

Graduation Year (circle) 2014 2015 2016 2017 Test(s) you have taken (Circle): ACT Accuplacer SAT

High School Attending: \_\_\_\_\_ Name of Parent/Guardian \_\_\_\_\_

**SECTION B: To be signed by the Student and the Student's Parent or Guardian**

**Attention Student and Parent or Guardian:** Your signature below indicates that you wish the above-named student to participate in the Concurrent Enrollment Program and that you agree to the following:

1. The Student received advice and counsel about participating in the Concurrent Enrollment Program from his or her high school.
2. The Student must apply for the College Opportunity Fund (COF) when enrolling in any Concurrent Enrollment Course. This can be done online at <https://cof.college-assist.org/> or by authorizing the college to apply on the student's behalf on the online admissions application. The student or parent/guardian will receive a bill for the amount of COF if COF is not applied to the student's college account.
3. The Student authorized use of his or her COF stipend for all eligible credits for the semester stated above and all future semesters. College-level credits used will be deducted from the Student's COF lifetime account.
4. The Student must meet the same prerequisites and course expectations as all other college students in a course, as noted in the current Academic year catalog and the course syllabus.
5. The grade received in each course will appear on the Student's official high school and college transcripts.
6. College course credits may transfer in congruence with Colorado GT Pathways or articulation agreements if the Student earns a "C" or better in the course.
7. If the Student seeks to add, drop or withdraw from a college course, he or she must meet with the High School counselor and notify the college Concurrent Enrollment staff.
8. If the Student withdraws from a course after \_\_\_\_\_ drop deadline, ACC will record a "W" or "F" on his or her college transcript.
9. If the Student receives a grade of "F" or an "Incomplete" or withdraws from a course after \_\_\_\_\_ drop deadline, the Student and the Student's Parent or guardian may be required to pay the school district for the tuition it paid ACC for the course.
10. The Student may not enroll in a course under the Concurrent Enrollment Program unless it fits with his or her Individual Career & Academic Plan (ICAP/PEP).
11. Only courses that apply toward a college degree or certificate, or (for 12<sup>th</sup> graders only) that qualify as basic skills courses, are covered under the Concurrent Enrollment Program.
12. The Student may not enroll in a course under the Concurrent Enrollment Program unless it is approved by the School District.
13. In compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974, the Student gives ACC permission to report absences and disciplinary issues, and to release grades, transcripts, in progress grades, class schedules, and billing information, as available, to the School District for the courses covered under the Concurrent Enrollment Program.

**I understand and will abide by all of the statements in this Section B.**

\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_  
Parent or Guardian Signature Date

## CHECKLIST

**New Students must have the following to enroll as a student in a college class:**

- \_\_\_\_\_ ACC Admissions Application
- \_\_\_\_\_ COF Verification
- \_\_\_\_\_ Qualifying ACT, SAT or Accuplacer Scores, if applicable.
- \_\_\_\_\_ This Concurrent Enrollment College Agreement Form completed with ALL Signatures

**Returning Student must complete this form and have met all course pre-requisites to re-enroll as a Concurrent Enrollment Student.**

**SECTION C: Part 1 – Student Eligibility: To be completed by High School Counselor/Principal. Check all that apply.**

- \_\_\_\_\_ This student is under 21 years of age.
- \_\_\_\_\_ This student is currently in the \_\_\_\_\_<sup>th</sup> grade.
- \_\_\_\_\_ This student is eligible to enroll in basic skills coursed (ENG 090, MAT 099) with \_\_\_\_ (12<sup>th</sup> graders only).

**SECTION C: Part 2 – Course Selection: To be completed by Student and High School Counselor.**

**Attention High School Counselor:** Your initials next to a course verify that the course is included in the Student's ICAP/PEP.

| Subject | Course Number | Title                     | Credit Hours | Counselor Initials |
|---------|---------------|---------------------------|--------------|--------------------|
| MAT     | 121           | College Algebra (EXAMPLE) | 4            | ASW                |
|         |               |                           |              |                    |
|         |               |                           |              |                    |
|         |               |                           |              |                    |
|         |               |                           |              |                    |
|         |               |                           |              |                    |

**High School Counselor/Principal Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Section D: Part 1 – School District Approval**

**If signed by the Superintendent or designee, the School District agrees to pay the tuition for each course initialed above:**

**Approved by Superintendent (or Designee)**

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION D: Part 2 – College Approval**

**Approved by ACC Administrator**

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_