



SPARTA AREA SCHOOL DISTRICT

Early College Credit Program (ECCP) and Start College Now (SCN) Student Expectation Agreement for the Sparta Area School District

The Early College Credit Program (ECCP) and Start College Now (SCN) program are both designed to allow students in high school to earn college credit at colleges and universities. Both options allow students to earn high school credit (beyond the graduation requirements), post secondary credit, or both. The ECCP and SCN have different guidelines which are listed below.

What is The Early College Credit Program (ECCP)?

The Early College Credit Program (ECCP) is a program in which high school students take college courses to earn high school credits along with college credits. A student who is selected for the program may be permitted to enroll in a UW System institution or a private college to take one or more courses.

What is Start College Now (SCN)?

Start College Now (SCN) is designed to offer courses the high school does not have or cannot offer to a student who wants to go above and beyond in a subject area. Usually, these are courses offered by Western Technical College.

Sparta Area School District Application Requirements

To apply for the ECCP/ SCN, a student:

1. Is recommended to be a junior or senior
2. Must have no record of disciplinary or attendance issues
3. Must be in good academic standing as determined by Sparta High School
 - a. Meet admission requirements for the selected university
 - i. UWL's expectation is to rank in the top 25% of class as a senior or have an ACT score of 26 or higher or rank in the top 10% in class as a junior
 - ii. Students are expected to know the admission requirements to the institution they are applying to.
4. Must have their own transportation to the institution and pay any parking fees
5. Will be responsible for all technology needs beyond the school provided device. This includes any software, hardware, and/or internet access that is needed. (The school's CIPA compliant internet filters may restrict content that is required by classes offered in

both SCN and ECCP.) Students are responsible for knowing the technology requirements of the course(s) they are taking.

6. SASD will provide books for SCN courses from Western, to be checked out from the LMC. ECCP students are responsible for ordering their books through their university. ECCP students may be responsible for the cost of their books for online courses (UW-Independent Learning).
7. Will check in with the school counselor and complete a minimum of one grade check at mid semester

Special Precautions:

1. A student must meet graduation requirements within the building.
2. A student must exhaust in building options before signing up for college classes.
3. A student may take a maximum of 18 credits through ECCP and SCN.
4. A student is eligible to apply to both ECCP and SCN, however, they will need to choose only one program to participate in.
5. Only Fall and Spring semesters are eligible for ECCP and SCN. (No Summer)
6. The credit and grade earned in an ECCP or SCN class is recognized on SHS school transcripts but will not be calculated in the GPA.
7. A student is responsible for due dates.
8. A student is responsible for monitoring his/her own progress. District staff and parents are not made aware of academic progress by the college. If the student needs assistance, they should contact the school counselor in charge of ECCP and SCN.
9. If you receive a bill for SCN, please disregard as the Sparta Area School District will be invoiced after the due date. (As long as the class has pre-approval)
- 10. A student/ family will be responsible for reimbursing the Sparta Area School District for the cost of tuition, books, fees, etc. for receiving a failing grade in a course; and /or dropping a class with a prorated tuition fee reimbursement.**
- 11. At the end of the class, all books for classes taken at Western should be returned to the SHS LMC.**

WE UNDERSTAND AND AGREE TO THE ABOVE EXPECTATIONS.

STUDENT NAME _____ DATE _____

STUDENT SIGNATURE _____

PARENT SIGNATURE _____ DATE _____

COUNSELOR SIGNATURE _____ DATE _____

Deadlines:

Student Deadline to Submit ECCP and SCN agreement form and application to Student Services Office	October 1 For Spring Semester	March 1 For the Following Fall
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UNIVERSITY OF WISCONSIN SYSTEM
EARLY COLLEGE CREDIT PROGRAM AND HIGH SCHOOL SPECIAL AGREEMENT FORM

Complete this form if you are currently enrolled in high school and wish to enroll for undergraduate courses at a University of Wisconsin (UW) System institution before high school graduation. Please carefully read the instructions on page two before completing any part of this form. A separate form must be completed for each UW System institution and for each term you wish to enroll.

SECTION I – STUDENT INFORMATION (TO BE COMPLETED BY STUDENT) (PLEASE TYPE OR PRINT IN INK)

Applying to: University of Wisconsin-_____ (use a separate form for each institution)
 Applying for: Fall Semester 20____ Spring Semester 20____ Summer Session 20____
 Applying as (check all that apply): Early College Credit (school determines tuition payment) High School Special (student pays tuition)
 First Name: _____ Middle Initial: _____ Last Name: _____
 Date of Birth (mm/dd/yyyy): _____ Email: _____ Phone: _____
 High School: _____ Anticipated Year of Graduation: _____

I certify that the information in this application is true and complete to the best of my knowledge. I understand that inaccurate information may affect my eligibility to enroll. If I enroll in the UW System, I will abide by all regulations, policies and procedures. I also understand that courses taken at any UW System institution will become part of my permanent university record and may affect my subsequent eligibility for admission to post-secondary institutions. I authorize the UW System to provide information about my course registration, grades and attendance to my high school, school district administrator and school board.

 Student Applicant Signature & Date

 Parent/Guardian/Foster Parent Signature & Date

 Parent/Guardian/Foster Parent Printed Name

SECTION II – COURSE INFORMATION TO BE COMPLETED BY STUDENT (WITH HELP FROM COUNSELOR)

Course(s) Intending to Take	Department and Course #	# of Credits	Early College Credit Program	District Approval (Completed by School District)	High School Special	Online Course
EXAMPLE: College Writing I	ENG 110	3	X	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		X
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						

SECTION III – TO BE COMPLETED BY THE SCHOOL DISTRICT APPROVAL AUTHORITY/HIGH SCHOOL COUNSELOR/PRINCIPAL

This student has the permission of the high school administration to enroll in the above listed courses at the indicated UW System institution.

 School District Approval Authority & Date

 High School Counselor/Staff Advisor Signature & Date

 Printed Name (Counselor/Advisor)

 School Email Address (Counselor/Advisor)

 Phone Number (Counselor/Advisor)

NOTE: School District approval does not guarantee admission to the university. Course enrollment is not guaranteed and subject to availability. If not participating in the Early College Credit Program, School District approval is not required.



Students, parents/guardians/foster parents and districts: read and follow the directions below to ensure all processes are completed properly.

STUDENT/PARENT/GUARDIAN/FOSTER PARENT

The student has responsibility for:

- submitting this form, completed with all required signatures, to the district by the designated due date
- obtaining the admissions and registration information for the UW System institution he or she wants to attend
- completing the college admissions and registration processes, and
- informing his or her district of the courses in which he or she actually enrolls.

STUDENT SPECIFIC RESPONSIBILITIES

1. Complete one form for each term you wish to enroll at the given UW System institution.
2. Review the following Early College Credit Program information:
When signing this form, the student and parent/guardian/foster parent assures understanding of and/or compliance with the following conditions:
 - a. Student shall comply with admission criteria for college course(s) taken under the Early College Credit Program.
 - b. Student/Parent/Guardian/Foster Parent may be required to reimburse the school district for tuition, fees, book, and material costs if the student fails or fails to complete a course.
3. In Section I, sign and date (if student is under 18, parent/guardian/foster parent must also sign and date).
4. Submit this form (with all sections completed) by the designated due date (**February 1** for summer courses, **March 1** for fall courses, and **October 1** for spring courses) to the School District in which student is enrolled. This is typically done by submitting the form to a school counselor or Early College Credit Program Coordinator.
5. Upon notification from district of the course(s) that have been approved, complete the application process for the UW System institution at which the Early College Credit Program course(s) was/were approved and work with the UW System institution personnel as well as a high school counselor to enroll in appropriate course(s).
6. Follow the application and registration requirements and deadlines at the UW institution.
7. Submit all required documentation (i.e. high school transcripts along with any prerequisite documentation (test scores)).
8. Notify the district of the course(s) in which the student has enrolled (the college or university may do this directly with the district, but the student should follow-up to ensure the district has been notified).
9. If you have a documented disability and need accommodations, contact the UW System institution for additional information and assistance.
10. The UW institution may require a parent/guardian/foster parent signature on a form regarding the safety of minors on campus. If needed, the form will be provided to the student.

SCHOOL DISTRICT RESPONSIBILITIES

1. After receiving the Early College Credit Program and High School Special Agreement Form, review the form and necessary supporting documents to verify student eligibility.
2. School District representative takes formal action on course request (approval/denial).
3. Notify the student, in writing, of the district's decision (approval or denial). Regardless of how the notification is completed, both the student and the district should receive/maintain a copy of the completed and signed application.
4. Indicate with a check mark the approved courses in the "District Approval" column.
5. Send the completed and signed Early College Credit Program and High School Special Agreement Form to the college or university.

HIGH SCHOOL SPECIAL

Admission as a High School Special (student pays tuition) does not require School District approval. High School Counselors/Staff Advisors must sign the form and send to the college or university. Students should check with the UW System institution for timelines and requirements for High School Special students.