



Richmond County Schools Career and College Promise Student/Parent Agreement



Richmond County Schools (RCS) is proud to identify high school juniors and seniors who are eligible to enroll in college courses under Career and College Promise (CCP) guidelines. Students who have met the eligibility requirements have shown the potential to be successful at the college level and earned the opportunity to register for a variety of courses offered by Richmond Community College (RichmondCC).

Career and College Promise offers North Carolina high school students a clear path to success in college or in a career. Through a partnership of the Department of Public Instruction, the NC Community College System, the University of North Carolina system and many independent colleges and universities, North Carolina is helping eligible high school students to begin earning college credit at a community college while enrolled in high school. This program is tuition-free to all students who meet the eligibility requirements. The following are several points that parents and students should be aware of and agree to before enrolling in college courses:

To be eligible to take college courses through CCP, students will be required to meet and maintain the following performance criteria:

- Students must maintain a **minimum 2.8 weighted high school GPA**. Additionally, students will be required to **maintain a minimum 2.0 GPA in college coursework**.
- Upon enrollment at RichmondCC, students must continue to make progress toward a high school diploma.
- Eligibility for college coursework may be revoked at any time based on performance, attendance, behavior, and/or school/district policy or procedures.

General information concerning college courses and enrollment:

- Students who take college courses while in high school are creating a college transcript that will follow them throughout life. Therefore, all college courses taken will be held to the standards that the community college requires. Course grades will also be included on high school transcripts, and students must follow all RCS and individual class policies.
- All courses in which a student enrolls at the high school (high school courses and college courses) will be assigned final grades. Grades will be documented on report cards and transcripts (high school and college) and factored in the calculation of grade point averages (high school and college). Successful completion of college courses will result in dual credit for the student, meaning they will receive both high school and college credit for the completed coursework.
- College courses that result in college transfer credit will calculate as AP credit on the student's high school transcript. College courses not resulting in college transfer credit will calculate as standard high school GPA credit.
- Students **WILL NOT** be allowed to drop or withdraw from any course once the college course officially begins.

- Students may be removed from college classes if caught cheating or for other disciplinary issues. Students who are removed from classes will receive a failing grade on their high school and college transcript and will not be allowed to take college classes the following semester per RCS policy. Students may also be subjected to additional RichmondCC restrictions based upon college policies concerning certain offenses.
- Students who struggle academically or face unforeseen challenges in their college courses are expected to show self-initiative in maintaining good academic standing by:
 - Seeking help from the RichmondCC course instructor,
 - Scheduling a tutor through the RichmondCC Academic Success Center
- Students taking online classes must log in to those classes within the first week of the semester in order to be counted as attending the class. Students are instructed to check their RichmondCC email **daily** for notes and updates from their instructors.
- If students have problems logging in to their online course, they should contact the RichmondCC Help Desk at rechelpdesk@richmondcc.edu or (910) 410-1701.
- RCS will provide textbooks for students enrolled in RichmondCC courses. Announcements will be made at RSHS alerting students when their books may be checked out. Students may also subscribe for text message alerts that will include information about book check-out and returns.
 - Textbook(s) must be returned to the school in a reusable condition at the end of the college semester. If they are not returned by the established deadline, students/parents will be expected to pay for the cost of the textbook(s) in full.
 - If a student decides to take a college class outside of the normal school day or over the summer, he or she will be responsible for purchasing their own books, and those courses will earn college credit but will not be included on the high school transcript.
- Students **WILL NOT** be allowed to take college courses the following semester
 - If the student earns a “D” or “F” in any college course.
 - If the student misses more than 9 days in any high school course.
- Privacy laws prevent college instructors from speaking to parents regarding student performance, attendance, or behavior. Should parents have questions, they should contact Kary Edmondson at kcedmondson@richmondcc.edu or (910) 410-1928 or Leighton Bell at lwbell@richmondcc.edu or (910) 410-1775
- Transportation is provided from RSHS to and from RichmondCC for 1st and 2nd blocks.
 - In the event a college class is canceled due to an instructor's absence, students with personal transportation will not be required to stay on campus. Accommodations will be made on campus for students who travel by bus back and forth to RSHS.
- College classes can be taken during 1st and 2nd block or only 1st block depending on the student's high school schedule. Students must take a minimum of two blocks with credit-bearing courses each semester at RSHS.
 - Two courses will be combined during the same block if possible.
 - Juniors and/or any first-time student will have the opportunity to take a maximum of three face-to-face college courses per semester.
 - Online and hybrid courses will only be available for seniors
 - RichmondCC courses taken for RSHS graduation requirement DO NOT count toward the 4-course RCC cluster.
- High school students who need accommodations on the college level should contact Kary Edmondson immediately so she can schedule a meeting for the student with the college Disabilities Counselor.



**Richmond County Schools
Career and College Promise
Student/Parent Agreement**



Acknowledgement Form

By signing below, I have read and understand the requirements and expectations outlined in the Career and College Promise Student/Parent Agreement. I understand that the above guidelines will determine the handling of college enrollment, and must be agreed upon prior to being registered for classes. As a student, I accept by enrolling in the Career and College Promise Program that I am assuming all responsibilities of a college student. As a parent/guardian, I am acknowledging that I am aware of all the above rules and regulations, including FERPA Laws that prohibit me from contacting college instructors.

Parent Signature

Date

Student Signature

Date

Acknowledgement Forms should be returned to Richmond Community College. Students should keep the attached Agreement for reference.