

Perrysburg Exempted Village Schools



2020-2021 School Year Information Packet

13385 Roachtown Road
Perrysburg, Ohio 43551
419.874.3181

Perrysburg Schools CCP Information

What is College Credit Plus?

CCP allows for students in grades 7-12 to have the opportunity to take courses at local colleges where they can earn both college and high school credit.

Who is eligible?

Any Perrysburg Exempted Village School District student in grades 7-12 who meet college readiness standards are eligible for the CCP program. This includes being accepted to the local university as well as successful completion of the testing requirement. (For example: Accuplacer, ACT, SAT)

How does my student apply?

Each year students and families must attend a counseling session with a district representative, usually a school counselor. Students and families must notify their school of their intent to participate in CCP no later than **April 1st**. The intent form is located **on the last page of this packet**. Each university has its own application process and admission criteria to admit students to the CCP program. Applying to the college is the **student's responsibility**. Students must meet all admission requirements and deadlines of the college. After acceptance, contact the college to register for classes. Print and submit a copy of the college schedule to your school counselor as soon as possible.

How much does College Credit Plus cost?

Public universities cannot charge a student who takes College Credit Plus courses. Private universities may charge a percentage of tuition.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">➤ Students can pursue areas of special interest that may not be offered at PHS.➤ Allows students to earn college credit before graduating from High School.➤ Students may be able to fulfill some college graduation requirements while still in high school giving them the ability to reduce the overall cost of their college education. <i>Specific to each college and college program.</i>➤ Students have the opportunity to experience college courses and life before actually becoming a full-time student.	<ul style="list-style-type: none">➤ You are a college student, and some professors may hold students more accountable than high school teachers.➤ If a student withdraws or fails a course, families may be responsible for the costs of the course.➤ If a student fails or withdraws from a course, it may affect credits needed to graduate from high school.➤ Possible exposure to adult content as other students may be older.

	<ul style="list-style-type: none"> ➤ May be less time for high school activities due to an increased demand for study time involved with college course(s). ➤ May be additional expenses (gas, parking, etc.) ➤ Students receiving poor grades for college coursework may endanger their athletic eligibility, class ranking and GPA. ➤ Failure of class may affect college acceptance later or future financial aid opportunities.
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****Please note: Transportation is the responsibility of the student and family**

****For additional information visit www.ohiohighered.org/CCP**

What is the definition of an underperforming student?

Students that earn a cumulative CCP GPA lower than 2.0 or withdraw from, or receives no credit for, two or more courses in the same term are considered underperforming and will be placed on academic probation. While on probation a student may only enroll in one CCP course. Students may not enroll in the same subject as the college course which the student earned the D or F or no credit. A student may stay on probation for 2 consecutive terms before being at risk for dismissal.

What happens if my student is put on academic probation within the CCP program?

The student may only take one CCP course and must dis-enroll from all other enrolled courses. Failure to do this will result in the student/family paying all the tuition, fees, and textbook costs and be declared ineligible from the CCP program. Students may participate in the CCP program on Probation for two consecutive terms during which time they must raise their cumulative GPA to a 2.0 or higher to be reinstated.

Can I appeal the decision to be dismissed from the CCP Program?

Yes. Students and Parents should refer to the district policy that outlines the student’s rights to appeal the decision regarding dismissal from the CCP program.

What are the consequences of failing to complete a course?

According to Ohio Revised Code 3365.09 (A), a district may seek reimbursement from a student or parent if a students fails to receive a passing final grade or if the student withdraws from or drops the college course after the 14th calendar day since the course began. However, per Section 3365.09(C) no school shall seek reimbursement if the student is identified as being economically disadvantaged in accordance with Ohio Administrative Code 3333-1-65.6(B)(2).

Any student who fails or fails to complete a class will have that grade calculated in the high school grade point average. Class failures will also be calculated into the eligibility for participate in sports. Failure of any college course that is being applied for high school credit toward meeting graduation requirements will result in a deficiency, which must be made up in a timely manner and may jeopardize high school graduation. Courses that receive a grade of Withdraw Fail will also be incorporated as a failing grade into the grade point average. Students will not participate in the graduation ceremony and will not receive a final, official transcript or a diploma until all expenses have been reimbursed.

What is the district policy regarding letters of recommendation regarding student eligibility, admission or course placement?

Students will be held to the exact language stated in ORC 3365.03 regarding Enrollment and Eligibility to participate in the College Credit Plus Program. Perrysburg Schools will not provide written consent to participate if the student is not compliant with the law in its entirety.

Perrysburg Schools will require students to meet the Higher Institution of Education’s published requirements to participate in the College Credit Plus program. No letters of recommendation regarding student eligibility, admission or course placement will be completed on the student’s behalf to override this requirement.

How do college courses earn students high school credit?

High School credit awarded for courses successfully completed under CCP shall meet or exceed the graduation requirements and subject area requirements of the school district. Courses will be listed by course title on the high school transcript. Conversion of credit for college credit is calculated as follows. Successful completion of a 3 or more credit-hour college course will equal 1 Carnegie unit earned at the high school. A two credit-hour course will earn students 2/3 of a high school credit and a one credit hour course will result in 1/3 of a high school credit. Students are advised to enroll in a minimum of 5 classes each semester. This can be a combination of high school and college courses. A student may appeal to the State Board of Education if there is a disagreement with the awarding of credits.

Maximum College course enrollment.

Students are permitted to enroll in up to 30 semester hours of college credit each academic year (Summer through Spring) and not more than the equivalent of four academic years of 120 college credit hours total. The maximum number of semester hours a student may take in an academic year is determined by taking the number of scheduled high school credits, then multiply that number by 3 and then subtract the result from 30.

Do I get to keep my laptop?

Students are able to use their school laptop for CCP courses as well as for their currently enrolled high school courses. Perrysburg Exempted School District cannot reduce security protocols or add programs the university requires. Students enrolled as a full time CCP student and not enrolled in any Perrysburg High School courses, will not be issued a school laptop or must return the school issued laptop used previously.

Who is responsible for the purchase of textbooks?

Students should check with Mrs. Nagy in the Media Center to see if the school already has a copy of the textbook that they are looking for.

How do I transfer credits to other colleges/universities?

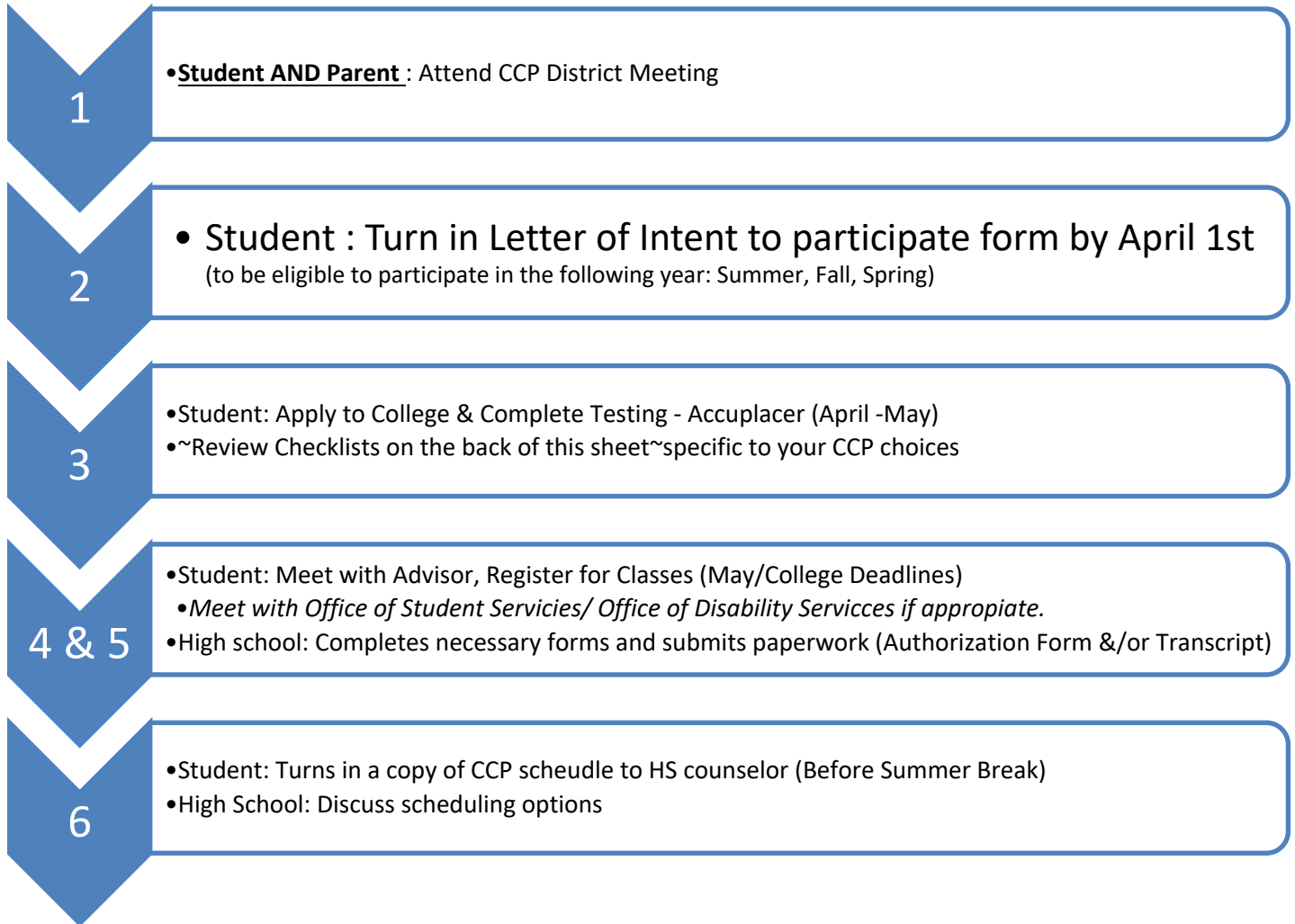
Participation in College Credit Plus does not guarantee that a student will be admitted to other colleges/universities after high school graduation. If a student decides to enroll in another post-secondary institutions, s/he must submit a transcript request to the original college/university and have the transcript sent to the college/university in which the student is enrolling. It is the student's responsibility to contact the advisor at the college/university of interest to determine how the college credits will apply. Students may also create an account through the transferology system at www.transferology.com or visit <https://transfercredit.ohio.gov> .

Can I still receive 504/IEP services at the university?

Yes, you can. The student is responsible for contacting the College/University's Student Services department to have their plan approved for use in classes. The high school instructor cannot honor accommodations/modifications that are not approved by the university, despite a plan being in place at the high school. Please contact your college advisor with questions and guidance.

CCP Flow Chart: Moving Forward

What do I do next...



Who do I call with my questions?

<u>College</u>	<u>Perrysburg Middle/High School</u>
<ul style="list-style-type: none"> ▶ Admission/Scheduling college classes ▶ Class Assignments ▶ Procedures ▶ College programs ▶ Problems with the class ▶ Communication with Professors ▶ College Transcripts 	<ul style="list-style-type: none"> ▶ CCP program information ▶ Perrysburg HS Schedule ▶ Completing HS portion of participation paperwork ▶ Managing Earned HS Credits ▶ Managing HS Permanent Record

CCP Choice Specific Checklist

On College Campus CCP Students

____ Student athletes MUST submit High School Athletic Eligibility form each nine weeks to Athletic Department (attached)

____ Books

- BGSU: Mrs. Nagy will purchase your books and they will be in the main entrance for pick up. Return to Mrs. Nagy on or before the last day of exams.
- Owens/UT: Check with Mrs. Nagy to see if she has your book. If not, take your schedule and ID to appropriate campus bookstore. Return to Mrs. Nagy on or before the last day of exams.

Dual Credit CCP Students (Classes offered at PHS)

____ See appropriate PHS teacher with questions. Applications available in the Counseling Office.

- Marketing (Owens) – Mrs. Byrd (Course-specific application **required by Feb 22**)
Bus 101: Contemporary Business
Bus 102: College and Career Professionals
MKT 111: Entrepreneurial Marketing
MKT 125: Personal Selling
BUS 120: Principles of Management
BUS 130: Introduction to Small Business
- Teaching Professions (BGSU) – Mrs. Nissen (course specific application **required by Feb 22**)
EIEC 1110: Continuum of Early Childhood Development
EDTL 2300: Introduction to Educational Technology
EDIS 2310: Teaching Students with Exceptionalities
- Spanish IV and French IV (BGSU) – appropriate teacher (no course-specific application)
- Physics (BGSU)- Mr. Ash (no course-specific application)
- World Civilizations (BGSU)- Mr. Perez (course-specific application **required by Feb 22**)

Returning BGSU CCP Students (Dual Credit (at PHS) or On College Campus)

____ Complete and return BGSU College Credit Plus: Readmit Request ASAP

Readmit Form Link: https://bgsu.az1.qualtrics.com/jfe/form/SV_3mkjR7KaSuRWQQt



**Student and Parent Information
College Credit Plus
CCP Probation and CCP Dismissal**

POLICY

Student's Name: _____

Parent's Name(s): _____

Notification Meeting Date: _____

Name of Perrysburg Schools Representative: _____

Instructions: Choose either the CCP Probation or CCP Dismissal section for this student. OAC 3333-1-65.13

CCP Probation (check if this status applies to this student):

Students in the College Credit Plus (CCP) program who are deemed "underperforming" and are placed on CCP Probation are due to the following conditions (check one or both, as applicable):

- Has a cumulative GPA of lower than a 2.0 in the college courses taken through the CCP program.
- Withdraws from, or receives no credit for, two or more courses in the same term. (Withdrawing from a course occurs when the student dis-enrolls from a course after the census date and the secondary school is financially responsible for the tuition associated with the course.)

Action:

- A student on CCP Probation may enroll in no more than one college course and the student will not enroll in a college course in the same subject in which the student earned a grade of D or F or for which the student received no credit.
- If the student has already registered for more than one course prior to being placed on CCP Probation, the **student must request each college or university to dis-enroll the student from courses as necessary.**
- The student, as noted above, may continue to be enrolled in one course. **The student must notify that college in which course the student would like to remain enrolled.**
- If the student fails to dis-enroll, the Superintendent will notify the student and the student's parent that the student will be responsible for paying all tuition, fees, and textbook costs. That student is also then considered an ineligible student and dismissed from the CCP program in the next term.
- If the student on CCP Probation takes one course and the grade raises the student's cumulative GPA to a 2.0 or higher, the student is removed from CCP Probation and may participate in the program without restrictions.
- If the grade does not raise the cumulative GPA to a 2.0 or higher, the secondary school is responsible for dismissing the student from the program.

CCP Dismissal (check if this status applies to this student):

Students in the College Credit Plus program who are deemed "ineligible" and are placed on CCP Dismissal status when the student meets the definition of an underperforming student for two consecutive terms of enrollment.

Action:

- Any student on CCP Dismissal may not take any college courses through the program.
- If the student had already registered for college courses prior to being dismissed, **the student will request each college to dis-enroll the student from the courses.**
- If the student fails to dis-enroll, the Superintendent will notify the student and the student's parent that the student will be responsible for paying all tuition, fees, and textbook costs. The student will continue to be on CCP Dismissal for an additional term.

Instructions: Review the Appeals Process and School Policy with the Student/Parent:

Appeals Process

- A student may appeal to the Superintendent’s decision of the CCP Dismissal or prohibition from taking a course in the same subject in which the student earned a grade of “D” or “F” or for which the student received no credit.

The Superintendent will consider any extenuating circumstances separate from academic performance that may have affected the student’s CCP status and may do any of the following:

- Allow the student to participate in the program without restrictions.
- Allow the student to take a course in which the student earned a grade of “D” or “F” or for which the student received no credit
- Allow the student to participate in the program on CCP Probation
- Maintain the student’s status on CCP Dismissal from the program

Notice of Appeal Deadlines

- Notification Meeting Date (Same as page 1): _____
- Student Request for Appeal by this date (5 business days after the notification date): _____
- Secondary School Decision by this date (10 business days after the student requests appeal): _____

- The decision of the Superintendent is final
- The Superintendent will notify any college or university in which the student is enrolled of the decision.
 - If the decision is to continue the CCP Dismissal, the college or university will permit the student to withdraw from all courses without penalty and the secondary school will not be required to pay for those courses.
 - If the high school administration fails to issue a timely decision the college or university shall permit the student to withdraw from all courses for which the student is not eligible without penalty. IF the decision on the appeal is made after the college/university’s no-fault withdrawal date, the secondary school will pay for those courses.

Perrysburg Schools College Credit Plus Program Policies can be found within the Policy Manual on the district’s website. *P02271*.

Signatures of the student and parent acknowledge receipt and explanation of the CCP Probation or CCP Dismissal status:

Student Signature: _____

Parent Signature: _____

School Representative Signature: _____

EXAMPLE FORM

Colleges Partnered with Perrysburg Schools

The following pages include important information regarding each college's specific application process. If you need additional information regarding a specific school, please contact the assigned representative.

Bowling Green State University

www.bgsu.edu/college-credit-plus/apply-now

Holly Cipriani

419.372.1991

hollykc@bgsu.edu

Owens Community College

www.owens.edu/ccp/steps/

Angie McGinnis

567.429.3509

angela_mcginnis@owens.edu

University of Toledo

www.utoledo.edu/admission/dualcredit/

Kari Dilworth

419.530.3005

Kari.dilworth@utoledo.edu

Eligibility Requirements

Each College/University will have specific eligibility requirements. Students and their families are encouraged to reach out to the colleges if they have any questions regarding these admission criteria. For testing standards please review the "Student Eligibility Table" document on the Ohio Higher Education's website.

Perrysburg School Counselors

Nicole Bihn (A-F)

nbihn@perrysburgschools.net

Ext: 5184

Dawn Burks (G-L)

dburks@perrysburgschools.net

Ext: 5183

Alana Sigg (M-R)

asigg@perrysburgschools.net

Ext: 5185

Rick Rettig (S-Z)

rrettig@perrysburgschools.net

Ext: 5186

Middle School Counselors

Tom Przbylski (7th Grade)

tprzbylaki@perrysburgschools.net

Ext: 4012

Mrs. Andrea Monheim (8th Grade)

amonheim@perrysburgschools.net

Ext: 4008

Communication & Information



www.ohiohighered.org/ccp

Dr. Larisa Harper

Director

lh Harper@highered.ohio.gov

Laura Padgett

Assistant Director

lpadgett@highered.ohio.gov

Wendy Casterline

Wendy.casterline@education.ohio.gov

Helpful Documents:

Student Eligibility Flow Chart (p.7)

Student Eligibility Table (State Testing Standards) (p.14)

20-21 Perrysburg High School CCP Partner Institutions

		FOR ALL INSTITUTIONS	
		Application Deadline: April 1, 2019 Accuplacer/ACT/SAT deadline: May 1, 2019	
Bowling Green State University		Owens Community College	
Admission Requirements		Admission Requirements	
1. Online CCP application (BGSU- Academics tab- College Credit Plus)	1. Online CCP application (OWENS- Admissions tab- College Credit Plus)	1. Online CCP application (OWENS- Admissions tab- College Credit Plus)	1. Online CCP application (OWENS- Admissions tab- College Credit Plus)
2. High School Transcript	2. High School Transcript	2. High School Transcript	2. High School Transcript
3. CCP Intent to Participate form (Included in this packet – return to Guidance office by 4/1/20)	3. CCP Intent to Participate form (Included in this packet – return to Guidance office by 4/1/20)	3. CCP Intent to Participate form (Included in this packet – return to Guidance office by 4/1/20)	3. CCP Intent to Participate form (Included in this packet – return to Guidance office by 4/1/20)
4. College Readiness Score: *Back of this page	4. College Readiness Score: *Back of this page	4. College Readiness Score: *Back of this page	4. College Readiness Score: *Back of this page
5. BGSU Readmit form (if returning to BGSU CCP)	5. Owens Parent Signature form	5. Owens Parent Signature form	5. UT CCP Consent & Approval form
Books		Books	
Pick up: Check with Mrs. Nagy at the main entrance first to be sure if she has book. If not she will order them and notify student when available to be picked up at PHS.	Pick up: Check with Mrs. Nagy at the main entrance first to be sure if she has book. If not, take schedule and ID to Owens Bookstore.	Pick up: Check with Mrs. Nagy at the main entrance first to be sure if she has book. If not, take schedule and ID to UT Bookstore.	Pick up: Check with Mrs. Nagy at the main entrance first to be sure if she has book. If not, take schedule and ID to UT Bookstore.
Return: Drop off to Mrs. Nagy by last day of exams.	Return: Drop off to Mrs. Nagy by last day of exams.	Return: Drop off to Mrs. Nagy by last day of exams.	Return: Drop off to Mrs. Nagy by last day of exams.
Cost per credit hour, If reimbursement is needed.	Cost per credit hour, If reimbursement is needed.	Cost per credit hour, If reimbursement is needed.	Cost per credit hour, If reimbursement is needed.
\$41.64: HS Spanish, Physics, World Civilizations \$80 : HS French \$150: on campus/ online	\$41.64 on campus/online/HS dual enrollment	\$41.64: HS \$ 80 online & blended learning \$145 on campus	\$41.64: HS \$ 80 online & blended learning \$145 on campus
Contact BGSU: 419/372-1537	Contact Owens: 567/661-7777	Contact UT: 419/530-3005	
On Campus/Online: Kelli Schneider	On Campus/Online: KC Bailey	On Campus/Online : Kari Dilworth	
HS dual enrollment: Holly Cipriani			

College Credit Plus: Student Eligibility Assessment Testing

Effective Academic Year 2018-2019, a student interested in College Credit Plus must be considered eligible to participate.

- A student is considered **Eligible** for the program if the student scores at or above the "Assessment Threshold Score" in at least one subtest of an approved assessment exam* in the table below.
- If a student does not score at the Assessment Threshold Score in at least one subtest, but has scored within the "Score Range to be Considered" (calculated as the standard error of measurement), then the student can be considered **Conditionally Eligible** for the program if he/she also meets one of these criteria:
 - ✓ Has a 3.0 cumulative GPA or
 - ✓ Receives a recommendation from school counselor, principal, or career-technical advisor

Exam	Subtest	Assessment Threshold Score (Eligible)	Score Range to be Considered (Conditionally Eligible)
Classic ACCUPLACER	Sentence Skills	88	78 - 87
	WritePlacer	5	4
	Reading Comprehension	80	71 - 79
	College Level Math (CLM)	55	46 - 54
Next-Generation ACCUPLACER	Writing	263	257 - 262
	WritePlacer	5	4
	Reading:	250 ¹ (previously 263)	243 - 249 ¹ (previously 256 - 262)
	Quantitative Reasoning, Algebra, & Statistics (QAS) Advanced Algebra & Functions (AAF)	263 263	259 - 262 257 - 262
ACT	English	18	16 - 17
	Reading	22	20 - 21
	Math	22	20 - 21
SAT	Evidence Based Reading & Writing	480	450 - 479
	Mathematics	530	500 - 529
ALEKS	Mathematics	46	40 - 45
	Mathematics	50% of algebra items answered correct (16 out of 32)	12 - 15 correct
PlaceU (WebAssign)	Mathematics	18	16 - 17

* Approved assessment exams are listed in this table and in the "Uniform Statewide Standards for Remediation-Free" document. This document is reviewed annually; check for current version on www.ohiohighered.org/ccp.

¹ The ACCUPLACER Next-Generation Reading subtest eligibility score ranges have been updated per changes to the "Uniform Statewide Standards for Remediation-Free" document. These changes are based on recommendations of college/university faculty panel reviews, Chief Academic Officers, and Presidents (via the Inter-University Council of Ohio and the Ohio Association of Community Colleges).



High School Athlete Eligibility Form

****To be completed every nine weeks ****

Student Name : _____

This form is for the following grading period (circle one)

- First Quarter
- Second Quarter
- Third Quarter
- Fourth Quarter

Dear Professor:

In an effort to help our student succeed in college and to address any academic achievement concerns, would you please indicate the current grade and days missed for the above student and sign as indicated on this form.

Thank you for your time in completing this form.

Course Name	Current Grades/Days Missed	Professor's signature

Please return this form to the student.

Students must submit quarterly grades to the Athletic Secretary at Perrysburg High School at the end of each quarter in order to participate in athletic competitions.

Submit forms to:

Veronica Guillen
 Athletic Department
 Perrysburg High School
 13385 Roachton Rd.
 Perrysburg, OH 43551

Professors may also email grades and attendance to :

vguillen@perrysburgschools.net



Perrysburg Schools
Letter of Intent to Participate in College Credit Plus

*Please Print Neatly

Date: _____ Notification must be made by April 1st. (ORC 3365.03)

Student Name _____ D.O.B. _____

School: Perrysburg Schools [] High School [] Middle School Grade: _____ (Participating year)

Parent/ Guardian Name _____

Home Address _____

Please indicate preferred method of contact:

[] Parent/ Guardian a Phone Number (Day) _____ (Evening) _____

[] Parent/ Guardian Email Address _____

Student Contact Info (email or phone) _____

2020-2021 College Credit Plus Courses by subject and location

[] Enroll in HIST 1510 World Civilization BGSU course taught at PHS

[] Enroll in SPAN 2020 BGSU course taught at PHS (Spanish IV)

[] Enroll in FREN 2020 BGSU course taught at PHS (French IV)

[] Enroll in PHYS 2010 College Physics I BGSU course taught at PHS

Enroll in Teaching Professions BGSU courses taught at PHS

[] EIEC 1110 [] EDTL 2300 [] EDIS 2310

Enroll in Marketing (DECA) Owens courses taught at PHS

[] BUS 101 [] Bus 102 [] MKT 111 [] MKT 125 [] BUS 120 [] BUS 130

[] Attend classes on campus at university of choice

[] BGSU [] UT [] Owens [] Other : _____

I would like to declare my intent to participate in the College Credit Plus program. I understand that signing this form does not require that I participate during the coming school year and I may decide not to participate without consequence. I also understand that it is my responsibility to notify my school if I do not gain admission to my selected institution of higher education or choose not to participate for some other reason.

In accordance with Revised Code 3365, I certify that I have received counseling about the College Credit Plus program concerning the rules and regulations for both my school and college, and that I understand my responsibilities, the benefits and possible risks of participating in College Credit Plus. Date of Counseling: _____

I understand that it is my responsibility to return any CCP textbooks to Perrysburg High School. I also understand that I will be liable for any non-returned, or damaged CCP textbooks. I also understand that full time CCP students must return their school issued laptop and charger to Perrysburg High School.

PARENT / GUARDIAN CONSENT FOR RECORD RELEASE

By signing below I authorize Perrysburg High School to release my high school records/transcripts to the necessary college.

Student Signature: _____

Parent/ Guardian Signature: _____

Office Use:

Table with 3 columns: Date Received, Counselor, Transcript Sent

