Fall 2019 Running Start Program Application

Name: ____________________________

HC Student ID Number: ____________________________

High School: ____________________________

Grade Level (Starting fall 2019): ____________________________

HS Cumulative GPA: ____________________________

Accuplacer/Smarter Balance Reading Score: ____________________________

Running Start Eligibility

- 11th grade/Junior or 12th grade/Senior enrolled in a public school (5th Year Seniors contact the High School Programs office for eligibility information)
- 2.0 minimum High School GPA (1st semester of 10th grade must be posted in current transcript)
- Accuplacer Reading Score of 253 (80 if taken prior to January 2019), or Smarter Balance Score of 3 or 4
- At least age 15 by the first day of the quarter

STEPS TO APPLY

All steps must be completed prior to the first day of the quarter.

☐ Apply for admissions to Highline College online: admissions.highline.edu

☐ Activate MyHighline account

You will receive emails with your Student ID number (SID) and activation code.

☐ Visit Highline’s Placement and Testing Center to assess English and Math placement (Building 1)
  - Take Accuplacer Reading (minimum score of 253 (80 if taken prior to January 2019) or bring Smarter Balance ELA/Literacy scores 3 or 4. Math placement is needed for math and science courses (not required for RS eligibility.)

☐ Submit the Running Start Enrollment Packet to the High School Programs office (Student Services Building 6, 2nd floor)

Includes:
- Running Start Program Application completed and signed
- Unofficial High School transcript (2.0 min cumulative GPA)
- Running Start Enrollment Verification Form completed and signed
- Accuplacer Reading score of 253 (80 if taken prior to January 2019), or Smarter Balance ELA/Literacy scores (3 or 4)

Optional Fee Waiver (If Eligible) due by the 10th day of the quarter

☐ Required Fee Waiver documentation: a) School District free/reduced lunch letter b) Fee Waiver Application signed by high school official, or c) Verification of foster youth status

☐ Check Highline Email for Welcome letter and steps to enroll
PROGRAM REQUIREMENTS

- I am responsible to meet all high school graduation requirements and to determine how high school and HC courses meet two-year and four-year college requirements.
- College classes may include moral, cultural, and political content that may differ from my values. I will not be exempt from class participation based on my or my family’s objections.
- I will register and/or withdraw from my HC classes in accordance with HC procedures and deadlines.
- The grades and withdrawals I earn at HC are part of my permanent college and high school transcripts.
- I am aware that HC is on a quarterly academic calendar that may not align with the high school calendar (breaks.)
- To maintain academic standards I must earn a cumulative HC 2.0 GPA to avoid probation/suspension.
- I will comply with the policy and procedures outlined in Student Rights and Responsibilities, including academic integrity.
- Each quarter I must complete an Enrollment Verification Form to register for classes. (Forged signatures will be referred to the Student Conduct Officer.)
- I must utilize my HC email for official HC communication.
- If absent from class for any reason, I will contact my instructors for potential arrangements (if allowed.)
- I am ineligible to play on an official HC sports team.
- Parents and guardians do not have access to my records and registration, unless I sign a release to the Registration office.
- I will pay the following, or be blocked from registration and risk being sent to collection:
  - All non-tuition costs (fees, books, supplies and transportation)
  - Tuition for pre-college courses (below the 100 level)
  - Tuition in excess of approved credit maximum

STUDENT AND PARENT/GUARDIAN AGREEMENT

We agree to comply with the above guidelines required for participation in the Running Start Program at Highline College.

Student Signature: ____________________ Date: _________________

Parent/Guardian Signature: ____________________ Date: _________________

For Office Use Only:

☐ Unofficial transcript attached with 2.0 minimum cumulative GPA
☐ EVF complete with signatures and DoB - age 15 by start of quarter
☐ Verification of English 101 eligibility Accuplacer/Smarter Balance Score of: _______
☐ Fee Waiver “not required

Received by: ____________________ Date: _________________

Next Steps:

☐ Entered to Advising Notes
☐ Entered to Excel Tracking Sheet

Welcome Letter
Date Sent: _________________ Sent by: _________________