

Winter 2019 Running Start Program Application

Name: _____

HC Student ID Number: _____

High School: _____

Grade Level (Starting fall 2018): _____

HS Cumulative GPA: _____

ACCUPLACER/Smarter Balance Reading Score: _____

Running Start Eligibility

- | | |
|---|--|
| <ul style="list-style-type: none"> ✓ 11th grade/Junior or 12th grade/Senior enrolled in a public school (5th Year Seniors contact the High School Programs office for eligibility information) ✓ At least age 15 by the first day of the quarter | <ul style="list-style-type: none"> ✓ 2.0 minimum High School GPA (1st semester of 10th grade must be posted in current transcript) ✓ ACCUPLACER Reading Score of 80 or 253, or Smarter Balance Score of 3 or 4 |
|---|--|

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 80 or 253) or bring Smarter Balance ELA/Literacy scores 3 or 4. (COMPASS Reading score of 77 or above will continue to be accepted through December 2018.)
- 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 80, 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:	Next Steps:
<input type="checkbox"/> Unofficial transcript attached with 2.0 minimum cumulative GPA <input type="checkbox"/> EVF complete with signatures and DoB - age 15 by start of quarter <input type="checkbox"/> Verification of English 101 eligibility ACCUPLACER/Smarter Balance Score of: _____ <input type="checkbox"/> Fee Waiver <i>*not required</i> Received by: _____ Date: _____	<input type="checkbox"/> Entered to Advising Notes <input type="checkbox"/> Entered to Excel Tracking Sheet Welcome Letter Date Sent: _____ Sent by: _____