

Insight School of Washington Running Start Participation Agreement

Following are some critical details about Running Start that students and parents/guardians must understand prior to enrollment:

- Students will be responsible for communicating with the college, turning in all required paperwork including the EVF, registering for Running Start classes, and all other college related correspondence. **Counselors and parents/ guardians cannot do this for you.**
- Classes move at a faster pace than high school; a yearlong high school class is condensed into an 11-week quarter.
- Books, class fees, lab fees, parking charges, transportation, etc., are the responsibility of the student. **See #2**
- To take English and Math courses through Running Start, students must place in college level courses (Level 100 or above). **See #4**
- Parent/guardian access to student is limited. The college must abide by strict privacy rules. The Family Education Right and Privacy Act (FERPA) is a federal law that practices the privacy of student educational records without student permission. The college can provide Running Start students an opportunity to complete a Release of Information form.

Student Name: _____

Student and parent/guardian initials & signatures on this agreement acknowledge an understanding and acceptance of the rules & responsibilities involved in Running Start by both parties. Initial each point & sign the bottom of the form.

Student/Parent (initial)

_____ / _____

1. Students must work within the program requirements as stated by the college. Placement processes will be outlined by the college as well. You might have to take an exam or provide the college with additional information during your application process. Please read all emails from the college completely and carefully. You must adhere to deadlines publicized by the college.

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2. Books, registration costs, lab fees, parking charges, transportation, etc., are the **responsibility of the student**. On average students can anticipate paying \$300-\$400 for fees, books may run \$100-\$200 per quarter. Fee waivers are available for Running Start students based on Free and Reduced Lunch eligibility.

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3. Students with disabilities who have a 504 or IEP plan are responsible for informing and providing documentation of the disability to the community college.

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4. Math and English courses use a variety of methods to determine placement (transcript, scores on exams, community college placement exam, etc.). Since these courses may be needed for high school graduation, students should know courses numbered 099 or below are not considered part of Running Start and will not be funded nor counted as college credit. **If you are not able to place in 100 level English, you may find it difficult to be successful in Running Start.**

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5. **Students must see their high school counselor for the required Running Start signature each quarter they wish to enroll in Running Start classes.** The earlier you can register, the better your chances are to get your desired courses. Community College classes fill first come first serve, and students are not guaranteed a seat in classes they need or want. Minding all Running Start deadlines and registering for classes each quarter at the appointed time is the responsibility of the student.

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6. Students who change previously agree upon Running Start courses or drop them are required to notify their counselor. Depending on the changes made, students may need to add ISWA classes, and this may adversely affect graduation.

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7. Students are responsible for officially dropping any ISWA classes or Running Start classes before the drop deadlines. If a student decides to drop a college class after the deadline, they will receive an "F" grade for that term. This grade would then appear on the college transcript as well as on the high school transcript.

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8. Running Start students are subject to the same state, district, and Insight School of Washington (ISWA) graduation requirements as all other ISWA students. Be advised that **all students must complete the graduation pathway.** Students will take the Smarter Balanced Assessments (SBA-Math and English) in spring at ISWA and, if necessary, will need to plan with their college professors to miss class. **Students must also complete the High School & Beyond graduation requirement.** Diplomas won't be issued until grades are received from the college and transcripts are finalized.

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9. The high school determines how college courses translate into ISWA graduation requirements. College credits are configured for high school credit at a .2 rate. For example, a 2.0 college credit PE course equals .40 high school credit.

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10. Counselors are available at ISWA to help, but it is the **student's and parent's responsibility** to ensure that high school graduation requirements are being met, that college timelines are being followed, that students are aware of SBA testing dates, and that seniors take care of graduation issues like cap and gown ordering. We strongly advise against leaving any graduation requirements until Spring quarter of Senior year to avoid unnecessary obstacles to graduation. **Running Start students need to check their school email on a regular basis.**

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11. The college will treat the Running Start student as a college student and will not communicate attendance or academic problems to the students' parents or guardians. Students work directly with the college Running Start Office regarding any college course concerns.

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12. Students will be in class with adults in their Running Start classes. College academic courses frequently require a higher level of self-discipline, ability, and outside study time than high school classes. Furthermore, the college will not send progress reports or warnings, so students are responsible for monitoring their own progress. Students must take all Running Start courses

for a letter grade and all grades are posted to the high school transcript as well as the college transcript.

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13. Students must maintain a minimum 2.0 college GPA. If the student's GPA falls below a 2.0, the student is placed on academic probation at the community college. If the student violates the terms of the academic probation in any future quarter, the Community College will revoke access to RS, and the student must immediately return to ISWA.

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14. Not all post-secondary colleges, especially those out-of-state, accept RS courses for college credit. Those who do may have rules about specific courses, etc. Students must consult directly with an individual college/university to determine its policies. It is the student's responsibility to make sure she/he understands these requirements from the school(s) of their choice.

We have read the Agreement for Participation in Running Start and understand all requirements.

Student Name (Print)

Student Signature

Date

Parent/Guardian Name (Print)

Parent/Guardian Signature

Date