

PISGAH HIGH SCHOOL

BEARS

HCC Career & College Promise Permission Form 2019-2020

Student and Parent/Guardian,

Initial the statements below to indicate your acceptance of Pisgah High School's expectations for taking courses through Haywood Community College. This form is a required part of the HCC application.

Student	Parent	
	%	HCC courses taken during the school year after 4:00 p.m. and summer may be on the student's high school transcript but will not be included in GPA calculation.
		A HCC course that fulfills a high school graduation requirement will be scheduled prior to the student's Spring semester of her/his senior year, unless permitted by the principal.
 · ·	• ••••••	Our family will be responsible for transportation to/from all face-to-face classes on HCC's main campus, at their High Tech Center or Central Haywood High School.
·		If the face-to-face class meets Monday/Wednesday/Friday or Tuesday/Thursday, the student cannot be on PHS's campus on the alternate days because s/he does not have a PHS teacher assigned to provide supervision, Students should leave and return to PHS's campus without disruption (e.g., quiet in the hallways and parking lots).
		Students taking an online class will report daily to PHS's Online Learning Lab during the assigned block.
		The student is first a Pisgah High School student. S/he may have to be absent from a HCC class for testing (e.g., ACT, WorkKeys and final exams), test prep and other requirements of all students. PHS will notify HCC's High School Programs Coordinator about these events, and the student is responsible for communicating with the HCC instructor about missed instruction and assignments
	 · · ·	Only the final average will be entered in PowerSchool. Parents are encouraged to monitor their child's performance through the online gradebook in Moodle. Per HCC, parents cannot be given access to their child's account, but the student may log in for her/his parent to view.
•••••		HCC reports final averages as a letter grade, which will be entered in PowerSchool as follows: A=95, B=85, C=75, D=65 and F=55. A student will be withdrawn from a course by the college for not attending face-to-face classes or not logging in to online classes, if outside of the first ten days of PHS's semester, the student will receive a "W" on her/his HCC transcript and 55 on PHS's transcript. The student will not be able to add a high school course for credit once the semester is underway.
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		To be completed by the PHS Counseling Center:

	10 80 00	www.com.by meet	10.00010001	g comon	
Date returned		A	ttached:	· ·	
Career & Technical?	yes / no		High sch	ool transcript	
College Transfer?	yes / no		Qualifyin	ng test scores for College Transfer	
Notes:	1 Black Bear Drive	Canton, NC 28716	(828) 646-3440	Fax (828) 648-8618	
"Superior Performance Through Positive Attitudes"					

Haywood Community College **Student Authorization to Release Information**

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), when a student reaches the age of 18 or is attending an institution of post secondary education at any age, the rights of access to student records "transfer from the parents to the student" and the student has the sole right to his/her educational records - UNLESS the parents submit verification that they claimed the student as a dependent on their most recent Federal Income Tax return OR the student submits written authorization to release information to their parents to the Office of the Registrar at Haywood Community College.

Authorization to Release Information to Specified Individuals PART I.

By signing this form, I understand that I am authorizing Haywood Community College to release the indicated information to the person(s) specified. I understand that this release does not include medical or counseling information. If you wish to release the following information, please initial the items that you are authorizing the College to release and the names and addresses of the persons to whom you are authorizing to be eligible to receive this information.

Academic Information: registration, attendance, grades, academic awards, and academic disciplinary action.

Financial Aid Information: status of awards, types of awards, amount of awards.

Office of Finance Information: billing items, amounts, due dates, status of account.

Campus Life Information: housing information, phone number, address, Campus Life awards, student conduct violations, disciplinary action, status of completion of disciplinary sanctions.

Name 1:	Name 2:
Address 1:	Address 2:
Phone 1: ()	Phone 1: ()
Relation:	Relation:

Authorization to Release Directory Information PART II.

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), Haywood Community College may release the Directory Information WITHOUT a student's written consent UNLESS the student requests the following information to NOT be released: name, address, telephone number, e-mail address, photograph, date of birth, place of birth, major field of study, participation in sports and activities, weight and height of members of athletic teams, dates of attendance, enrollment status, degrees, honors and awards, most recent educational agency or institution attended.

If a student does not authorize Directory Information to be released, the student will not be included in news releases in area and home newspapers and on radio and TV broadcasts regarding honors and awards, and participation in campus activities; on the Haywood Community College web-site; and in campus programs, publications, and directories.

YES My directory information <u>may be</u> released.	NO My directory information may NOT be released.
Name of Student (Please Print)	SS#
Signature of Student	Date

This signed document will remain in effect at Haywood Community College until the student completes a new form in the Office of the Registrar to reflect change(s) of status. All documents are on file in the Office of the Registrar, 1500 Building, at Haywood Community College.

CAREER & COLLEGE PROMISE ENROLLMENT 2019-2020

The

CAREER & COLLEGE PROMISE

entire application must be completed accurately and legibly. Incomplete forms will delay your acceptance and may affect your future college admissions.

Haywood Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees, diplomas, and certificates.

REQUIRED INFORMATI	ON:					
Date of Birth:	Social Security	Social Security Number:				
(MM/DD/)		(REQUIRED)				
Name:						
First	Middle	Last				
Address:						
City, State, Zip						
Phone 1 :()	Phone 2 :()	Email:				
Ethnic Origin:	<u>Gender:</u>	<u>Citizenship</u> : Are you?				
Hispanic/Latino	□ Female	□ US Citizen □ Non-Immigrant Alien (submit a copy)				
Non-Hispanic	□ Male	🗆 Non-US Citizen 🛛 Undocumented Alien				
		□ Permanent Resident Alien (submit a copy – front & back)				
Race:	High School Attending	2019-2020 Grade Level:				
American/Alaska Native	□ Central Haywood High School	□ 11 th , Junior Anticipated				
□ Asian	□ Pisgah High School	□ 12 th , Senior Graduation Date:				
□ Black or African American	🗆 Tuscola High School	□ graduating (for summer applicants) Month/Year				
□ Hawaiian/Pacific Islander		Students start date:				
U White	□ Other:					
		Summer				
		Fall				

Spring

APPROVAL FOR CAREER & COLLEGE PROMISE ENROLLMENT

Career and College Promise provides seamless dual enrollment educational opportunities for eligible North Carolina high school students in order to accelerate completion of college certificates, diplomas, and associate degrees that lead to college transfer or provide entry-level job skills. Career and College Promise is available to high school (public and private) students with a weighted GPA of 3.0 or higher. Home school students must provide a copy of their NC registration card and a notarized transcript, in addition to this form. For a student to enroll under the Career and College Promise, this signed approval application must be submitted to HCC's High School Programs Coordinator or HCC's office of Enrollment Management.

Affirmation: In order to participate in this program, I hereby acknowledge that I have read, and agree to comply with, Haywood Community College's policies and procedures as conveyed in the HCC Curriculum Catalog, which is available in Student Services, and also located on the College's website, in addition to any specific guidelines set forth in each course syllabus. Further, I agree to adhere to the College's student code of conduct, acceptable internet and network use, and use of student work policies as they relate to my conduct while on campus, participating in off-campus/distance education instruction, and/or using HCC networks or equipment. Finally, I agree to allow HCC to publish photographs, and personal information pertaining to honor rolls, scholarships, athletic events, news releases and use personal information in other publications normally considered to be that of a two-year college. I also understand that my enrollment at HCC, even though still in high school, will be part of my college transcript and permanent academic record. Haywood Community College has permission to release enrollment and academic information to relevant high school staff for the purposes of dual college and high school credit.

Student Signature	Date:

Parent Signature_____

Date:

Student Na		to be com	pleted by High Sch	ool Counse	ling Office a		Progran e of Biı)r	
First			Middle		Last					
High Scho	ol Name:		High School Weig	hted GPA	:201	9-20 Gi	rade Le	vel: 11 th _	_ 12 ^{ւհ}	
								- 1000		
English	15	45	26 or a composite score of 460 for Evidenced-Based Reading and Writing	500	480	18	18	151+ Reading,		
Reading	18	47	26 or a composite scores of 460 for Evidenced-Based Reading and Writing	500		22	22	Editing & Essay		
Mathematics	19	47	24.5 or 510	500	530	22	22	7+ on DMA 010 thru 060		
arcer Technical Ed Accounting and Fina Automotive Syste Business Adminis (25120BE) Collision Repair Computer Integra Criminal Justice T Criminal Justice T Early Childhood J	ance-Income Tresh - (Coms Tech - Internation- Busing and the stration- Busing and the stration- Busing and the stration - Busing and the stration - Busing and the strategy and	ax Preparation (260160CP) ermediate(C6) ness Explorati (C60) 30IN) g - (C50210C 1 & II(C55180 III & IV (C55	Difference of the second secon	c Engineering T Management (C on Technology Office Administ Basic (C50420	- Cyber Security tration (C25310C	10200CP) (C25590C CP)	P)			
	-		student shall be allowed		ntly enroll in t	the colleg		incipal or Des	-	
DCTE Waive pathway(s) wit	er: This stu thout requin ay: This stu	dent has a w ed GPA due ident has a v	reighted GPA of 3.0 or to belief of student poweighted GPA or 3.0 a	permission i ptential and p	rogram benefi	its.				test.
Principal/De	signee Sig	gnature:				Date	:			
HCC Chief A			esignee Approval:	ntler open11 in						
			se anowed to concurre.	any enton m	the college tra	ansfer an	d one car	eer technical pa	thways or	two
career technica		indicated al		atty enron m	the college tra	ansfer an	d one car	eer technical pa Date:	thways or	two



Career & College Promise Permission Form 2019-2020

By signing the permission form, the student and parent/guardian understand and acknowledge the following college policies and Career and College Promise eligibility:

- College courses will be reported to the high school and final grades will be included on high school transcripts.
- Grades can affect admissions and financial aid at HCC and other colleges.
- Completing an enrollment form and expressing interest in a course does not automatically mean my child is registered for the course(s). Students will need to verify their schedule with the HCC High School Programs Coordinator.
- HCC classes may have a different start date and end date from classes taught at the high school, and they follow a different calendar. Students are still responsible for attending even when the schedule varies. The HCC academic calendar can be found in the HCC student handbook and on HCC's website.
- HCC does not recognize or distinguish between "excused" and "unexcused" absences. It is the student's responsibility to contact instructor(s) and keep up with his/her work. All HCC courses have an attendance policy which is covered in the course syllabus. Students who violate HCC course attendance policies risk losing credit for the course and may no longer be able to attend the class.
- All courses occurring on HCC's campus or online will meet according to the HCC inclement weather schedule for delays or cancellations, which may differing from the school district's weather delays or cancellations. While students are expected to attend HCC classes when they are scheduled to meet, they should exercise personal judgment concerning roadway conditions regardless of college announcements.
- To be successful in online, hybrid, or web-based classes, students should be able to perform basic computer operations, such as copying, saving, moving and deleting files; installing new software; using a web browser, word processing and email. Students must have access to a computer with Internet connection; email; and required software. Online classes may require proctored exams.
- In compliance with FERPA regulation, no one outside the institution shall have access to nor will the institution disclose any information from students' education records without the written consent of students except to personnel within the institution, to accrediting agencies carrying out their accreditation function, to persons in compliance with a judicial order, and to person in an emergency in order to protect the health and safety of students or other persons. All these exceptions are permitted under the Act.
- Parent (s) and/or Guardians (s) will not be given access to his/her child's HCC accounts (Moodle, email, WebAdvisor, etc.)
- After classes have begun, dropping a class at the high school does not guarantee the class is dropped at the college; the student will need to complete HCC's withdrawal process by contacting the High School Programs Coordinator. The last day to withdraw can be found in HCC's Student Handbook and on the college website. ***High Schools may have additional guidelines regarding dropping classes. ***
- It is the responsibility of the student to acquire required books, supplies, and any transportation for HCC class. You may rent or buy these text books. Also, if you have difficulty being able to afford the text

book please contact Jessica Honeycutt at jhoneycutt@haywood.edu. (Career Technical Education (CTE) Courses *may* have books supplied.)

- To maintain eligibility for continued enrollment, a student must continue to make progress toward high school graduation and maintain a 2.0 GPA in college coursework after completing two college courses. A student who falls below 2.0 GPA after completing two college classes will be subject to the college's policy for satisfactory academic progress.
- Students with an IEP (Individualized Education Plan) requesting accommodations must submit disability information to the Counselor at HCC in order to determine appropriate accommodations under Section 504 (Rehabilitation Act of 1973) or ADA (Americans with Disabilities Act of 1990) which may differ from IDEA.
- Classes taken through Haywood are college courses and are taught at the college level. Some courses may contain sensitive or controversial content and require students to take a mature approach to class material.
- A student enrolled in Career & College Promise classes is expected to follow all discipline requirements outlined in their school's student handbook as well as the HCC Code of Conduct which is in HCC's Student Handbook. HCC must maintain a record of conduct charges and related sanctions, and this information may be disclosed to outside parties with the written consent of the student.
- Students seeking transfer to other institutions are urged to seek information and advice from admissions officers at those institutions prior to enrollment in classes designed for college transfer. Requirements at any institution are subject to change, and students are urged to seek the most current information available.
- Students must request a copy of their HCC's official transcript if pursuing other colleges after high school graduation.

I give permission for my child,		to enroll in college classes
	(Please print student's name)	
with Haywood Community College.		
Student Signature:	Date:	Birthdate:

High School (circle one): PHS / THS / CHHS / Homeschool / Other:		
Parent/Guardian's Signature:	Date:	