



# College NOW

## 2018-2019 PARENT LETTER

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### **Dear Parent or Guardian:**

Your son or daughter is enrolled in a high school class in which he or she can earn college credit at Central Oregon Community College through the College Now program. Students can register and complete the course at their high school for a **\$25.00 per credit** fee, but they are not required to register for or earn COCC credit. For more information, look at the Parents tab on the College Now website: [www.cocc.edu/departments/college-now/parents.aspx](http://www.cocc.edu/departments/college-now/parents.aspx)

To see a video covering the information made available in your student's classroom, check out our website: [cocc.edu/departments/college-now/introductory-video.aspx](http://cocc.edu/departments/college-now/introductory-video.aspx)

**TOTAL PAYMENT:** (See registration form) \_\_\_\_\_

**DATE DUE TO HIGH SCHOOL:** \_\_\_\_\_

**PAYMENTS MADE TO:** \_\_\_\_\_



### **Filling out the registration paperwork:**

- All fields are required except SSN. SSN is requested for two reasons:
  - Tax form 1098-T is issued only to students with an SSN on file
  - If we have the SSN on file, students can use it in the future to access their records
- ***The student's personal email address is required*** by our computer system. It cannot be a school-issued email, as those are deactivated after graduation, and many districts don't allow outside entities to send email to those addresses.
- We need a full address and phone number
- Because of FERPA (see reverse), if you want access to your student's grades, he/she must list your name in the Release of Information box on the College Now Registration Form, and sign the form.

**If you have questions or concerns about the deadline for registration, contact Debbie Hagan, Director of College Now, at [dhagan@cocc.edu](mailto:dhagan@cocc.edu) or 541.504.2912.**

### **ADVANTAGES TO THE STUDENT**

- **College Preparation:** Helps students become familiar with some college processes, standards and expectations, providing a smoother transition from high school to college.
- **College Transcript:** Each class is entered on a COCC transcript to use toward a COCC degree, on a job application or for possible transfer to another college. Student should check with colleges as to what transfer credits they will accept and be sure any credits apply toward their future degree plan.
- **Saves Money:** At only \$25.00 per credit, students save \$74 per credit based on COCC's current tuition rate. The number of credits for each class varies.

### **STUDENT RESPONSIBILITIES:**

- The course syllabus is a contract between the student and the teacher explaining exactly what must be completed to pass the class, including course outcomes and requirements, class policies, assignments and assessments. Be sure to review the syllabus with your child.

- All college credits earned in high school count toward the Federal Financial Aid limits, so students need to be sure any credits they earn apply toward their future degree plans and will be accepted by the college they plan to attend.
- All college credits earned while in high school apply toward the 90-credit maximum for Oregon Promise, so students should be sure the classes apply toward their future degree plans.
- If the student does not pass the class, a poor College Now grade can have a lasting impact on his or her ability to get financial aid in the future. Students have the option to drop a College Now course by set deadlines if they are doing poorly in the class.
- If a student drops the college credits, he/she may still complete the requirements for high school credit. **There is no refund** if a student drops a College Now course.

For more information about Federal Financial Aid and Oregon Promise, go to COCC's Financial Aid web page at <https://www.cocc.edu/departments/financial-aid/default.aspx>.

### **FERPA Privacy Policy**

FERPA stands for the Family Educational Rights and Privacy Act of 1974. FERPA is a federal law that provides students the following rights:

1. The right to inspect and review their educational record within 45 days of request
2. The right to request an amendment of their educational records that the student believes to be inaccurate or misleading
3. The right to file a complaint with the US Department of Education concerning alleged failures of an institution to comply with FERPA
4. The right to consent to disclosure of personally identifiable information contained in the educational record, except where FERPA exceptions apply

FERPA rights begin *when a student enrolls at a post-secondary institution, regardless of age*. Therefore, a student's educational records are confidential and COCC will not release this information to anyone, including parent(s)/guardian(s) without a student's written consent. Please see our website for additional information:

[cocc.edu/departments/disability-services/confidentiality-and-ferpa.aspx](http://cocc.edu/departments/disability-services/confidentiality-and-ferpa.aspx).

#### **Program Contacts:**

If you have questions, please contact College Now staff at 541.504.2930 or [collegenow@cocc.edu](mailto:collegenow@cocc.edu).

Debbie Hagan, Interim Dean  
Phone: 541.504.2912  
Email: [dhagan@cocc.edu](mailto:dhagan@cocc.edu)

Judith Gonzalez, Program Assistant  
Email: [jjgonzalez@cocc.edu](mailto:jjgonzalez@cocc.edu)

#### **COCC Non-Discrimination Policy:**

The goal of Central Oregon Community College is to provide an atmosphere that encourages our faculty, staff and students to realize their full potential. In support of this goal, it is the policy of the Central Oregon Community College that there will be no discrimination or harassment on the basis of age, disability, sex, marital status, national origin, ethnicity, color, race, religion, sexual orientation, gender identity, genetic information, citizenship status, veteran status or any other classes protected under Federal and State statutes in any education program, activities or employment. Persons having questions about equal opportunity and non-discrimination should contact COCC's Equal Employment Officer at 541-383-7219.

#### **Title IX Statement:**

Title IX protects people from discrimination based on sex in education programs and activities. This includes conduct such as: gender discrimination (includes males, females, transgender, gender identity, etc.), sexual harassment, sexual assault, stalking, intimate partner/relationship violence, bullying and cyberbullying, retaliation, the failure to provide equal opportunity in athletics and discrimination based on pregnancy. Persons having questions about Title IX should contact Alicia Moore, Title IX Officer, 541-383-7724, [amoore@cocc.edu](mailto:amoore@cocc.edu).

Please keep this page for your records  
More information is available at [cocc.edu/departments/college-now/](http://cocc.edu/departments/college-now/)