



# College NOW

## 2017-2018 PARENT LETTER

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### **Dear Parent:**

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 \$15.00 per credit fee. 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)

If you would like your son or daughter to take this course for college credit, please sign the Parent Acknowledgement attached to this letter and have your student return it with cash, check, credit card or debit card information. Payment information is available on the Registration Form. The COCC College Now High School Liaison will collect the payment and the Parent Acknowledgement section when she enrolls your son/daughter in the College Now course.

**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, before the deadline.**

**HIGH SCHOOL COURSE:** \_\_\_\_\_

**HIGH SCHOOL TEACHER:** \_\_\_\_\_

**COCC COURSE:** \_\_\_\_\_

**COLLEGE CREDITS:** \_\_\_\_\_ **X \$15 per credit = FEE:** \_\_\_\_\_

### 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 credits they will accept.
- **Saves Money:** At only \$15.00 per credit, students save money based on COCC's current tuition rate of \$95 per credit. The number of credits for each class varies.
- **Provides a Career Focus:** Provides students with a career pathway that leads from education to employment while learning essential skills needed in college and today's highly competitive job market.

### STUDENT RESPONSIBILITIES:

- The course syllabus is a contract between the student and the teacher explaining exactly what must be completed to pass the class. We encourage students and parents to read this document thoroughly. It will cover course outcomes and requirements, class policies, assignments and assessments.
- While earning college credit can be helpful to the student, this credit must be *earned*. The student must meet all the requirements in the syllabus to pass the class. 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.** Because of this, if a student is doing poorly, we encourage him/her to drop the class, before the drop date (see [cocc.edu/college-now/calendar-by-high-school](http://cocc.edu/college-now/calendar-by-high-school)) so it does not appear on a permanent transcript. **There is no refund** if a student drops a College Now course.
- If a student drops the college credits, he/she may still complete the requirements for high school credit.
- Students may take this course without registering for college credit. They will still earn high school credit for the course, but not the COCC credit. Different students have different needs and plans, and each family should decide if this type of college credit makes sense for their student.

## **Financial Aid Implications**

When students takes their first college classes, they establish a GPA and a completion rate. When the student applies for federal financial aid, the Financial Aid office at the college evaluates all previous grades and credits on that student's transcript, regardless of when those credits were earned. **That includes grades and credits the student attempts in College Now classes.** Unsatisfactory academic progress includes a cumulative college GPA below 2.0 and a cumulative completion rate below 66.67% of calculated credits at the end of each term. If a student does not meet these requirements, he/she cannot be awarded financial aid. In addition, students are limited to financial aid eligibility only for 150% of the published credit length of a selected academic program. All credits attempted, including college credits attempted in high school, count toward the 150% limit for your selected program (approximately 135 credits for a two-year degree.) For more information, see COCC's Financial Aid web page at [cocc.edu/departments/financial-aid/policies/sap-policy.aspx](http://cocc.edu/departments/financial-aid/policies/sap-policy.aspx).

## **Oregon Promise**

Oregon Promise was passed in July 2015 and provides tuition grants for students who graduated from an Oregon high school no more than six months prior to attending and pursuing a certificate or degree at one of Oregon's 17 community colleges. Oregon Promise, as it is being implemented this year, will not be awarded to all eligible students, and covers only tuition, not fees or books. At \$15 per credit fee, College Now is still an affordable way to earn credits.

Oregon Promise funds a maximum of 90 credits in two years, and all credits earned, including College Now credits, are counted toward this maximum. Therefore, students should only register for College Now credits that will further their ultimate educational goals. If you have questions about Oregon Promise, contact the COCC Financial Aid department at 541.383.7260.

## **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).

Because of FERPA, if you want access to your student's grades, he/she *must* list your name on the Release of Information box on the College Now Registration Form, *and* sign the form.

If you have questions, please contact the College Now Liaison at 541.504.2930 or [collegenow@cocc.edu](mailto:collegenow@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 the Equal Employment Officer, c/o COCC's Human Resources office.

### **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 Diane Ross, Title IX Officer, 541-383-7218, x7218, [dross3@cocc.edu](mailto:dross3@cocc.edu).

**Parent Acknowledgement of Son/Daughter Enrollment in College Now**

I understand that my son/daughter (print name) is registering to earn COCC credit in his/her high school class and must accept responsibility for meeting all COCC College Now policies, expectations, and deadlines as outlined in the 2017-18 College Now Student handbook. I acknowledge that I have read this parent letter and understand the advantages, responsibilities, and financial aid implications of my son/daughter earning college credit while in high school. I am aware that COCC will not release my child's educational records to me without his/her written consent.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The College NOW fee may be paid with cash, check, credit or debit card.

**For RPA, Bend, Mountain View, Summit, and out-of-area high schools, checks or money orders should be made out to COCC. At Crook County, Culver, Redmond, Ridgeview, Sisters, La Pine, and Madras High Schools, checks are made out to the high school and registrations are turned in to the bookkeeper.**

**Payments made to COCC may take 2-3 weeks to process.**

The form below can be used for credit or debit card payment. All fields are required.

**Debit/credit card payment form (if not using check or money order)**

**Fill out and return with Registration form.**

Student Name: \_\_\_\_\_  Visa  MasterCard  Discover

Name on

Credit Card: \_\_\_\_\_ Zip: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ CVV (on back) \_\_\_\_\_

Signature of Credit Card Holder: \_\_\_\_\_

Please fill out and return this page with the registration form.  
You may keep the Parent Letter for your records.