STUDENT/PARENT GUIDE FOR RUNNING START

KENT SCHOOL DISTRICT
Successfully Preparing All Students For Their Futures

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Introduction: What is Running Start?

Eligible high school juniors and seniors have the opportunity to enroll full time or part- time in a community or technical college while earning both high school and college credit. High school students are expected to do the same college-level work as their college classmates and be graded by the same standards. The decision to participate in Running Start should be made only after careful consideration of all the factors (pros/ cons, time management, trans-portation etc). This guide is intended to provide the necessary information to assist students and parents as they make this important decision.

What Are the Requirements for Eligibility ?

1. The student must reside within the boundaries of the Kent School District.

2. The student must be in grade 11 or grade 12.

3. Some colleges may have additional requirements. Please check with the school you plan to attend.

4. The student does not have a high school diploma.

5. The student must meet minimum proficiency standards on the college placement tests in English and/or mathematics prior to college acceptance. See Step 2, next page.

6. The student is under the age of 21 prior to the beginning of the school year.

7. You must be willing to work hard and demonstrate a commitment to the program.

How Do I Get Started?

Step 1:
Attend a Running Start Information Session (typically in the spring) at the college you plan to attend.

Step 2:
Apply for college admission

Step 3
Determine eligibility
Pass the placement test
Contact the college for testing requirements and fees.

Step 3:
Make an appointment with your high school counselor prior to the end of the school year to review test results and complete the Enrollment Verification Form (EVF). Graduation requirements will also be reviewed at this time. Make sure that you bring your test results and your completed release form (located in the middle of this guide). If you are home-schooled full-time and plan to enroll in a Running Start Program, contact the Kent School District Office @ 253-373-7235.

Step 4:
Contact your college advising office to begin the registration process for fall classes (do this before the end of the school year). Classes at the college fill up quickly, and if you wait too long, you may not be able to participate in the Running Start Program. Each college may have a different timeline for this process. Make sure you are aware of your college's calendar, timelines and academic fee schedule.

Step 5:
Complete a Running Start Orientation at the college.

Step 6:
Register and Pay any fees.

Step 7:
Make an appointment with your high school counselor each quarter to complete a new EVF before you are able to register for classes.

How Much Does It Cost?

You will be responsible for your own transportation, books, supplies, lab fees and other fees as directed by the community college. The Kent School District pays for your tuition during fall, winter and spring quarters of your junior and senior year, up to 15 credits per quarter.

Estimated/Average cost to you per quarter
- Student Fees = $125.00
- Books = $100.00 to $300.00
- Lab Fees =$5.00 to $20.00

Total = $720.00 to $1335.00/year

Needing financial assistance? Contact the Financial Aid office at the college for fee waiver and fee reduction.

What Happens If I Withdraw From a Running Start Class?

Withdrawing from a college class may have serious impact on a student's high school graduation status and may be reflected on both the student's college and high school transcript.

- You must have your high school counselor sign your withdraw form from the college if you plan to drop a college class.
- You are expected to maintain full time enrollment status every quarter as long as you are in the Running Start Program or until you graduate.

Spring Quarter Enrollment - Senior Year

Running Start classes required for high school graduation should be completed prior to the spring quarter of the student's senior year if he/she wishes to walk in the high school graduation ceremony. **Do not plan on enrolling in any classes required for high school graduation during the spring quarter. The class may not be offered or it may be full. Being placed on a wait list does not guarantee enrollment in that course.**

Important Facts to Consider - F.A.Q's

- The State of Washington covers the cost of tuition up to 15 college credits per quarter.

- All EVF (Enrollment Verification Forms) must be completed prior to the end of the school year for fall registration. ***You <u>may not </u>have the opportunity to register during the summer.***

- Students enrolled in part-time Running Start may find it difficult to schedule classes both at the high school and college.

- If or when you have a conflict in your schedule, **your high school classes will be your priority.**

- Students must meet all state assessments (ex. Smarter Balance).

- College grades are calculated into your high school GPA. Note that the college grading scale may be different from the KSD scale.

- Grades at the community college stay on permanent college transcripts. Keep in mind it may impact any plan to transfer to a four-year college.

- College credits earned prior to high school graduation may not transfer to private or out of state colleges. It is your responsibility to verify if grades will or will not transfer.

- Instruction at the college level is provided at a faster pace with less faculty support. Generally, there is significantly more homework with less classroom time provided to complete assignments.

- Many college classes fill up quickly. Therefore, your class choices may be limited.

- Running Start does not pay for high school completion courses or college classes taken during the summer.

- All Running Start students are still responsible for completing the Culminating Project, and all state testing requirements in order to earn a diploma from the Kent School District.

- Parents will not have access to college transcripts/and or records, grade reports and attendance, unless your student signs a waiver with the college.

SCHEDULE: High School vs. College

- **<u>Running Start is designed to be a full-year commitment.</u>**

- The Kent School District runs on a semester system, while the community colleges run on a quarter system.

- It is difficult to transition from the high school program to the community college, or vice versa during the winter or spring quarter year **<u>without losing credit or receiving failing grades on your transcripts.</u>**

High School Schedule		
Start Date	Start Date	
Semester 1	Semester 2	
College Schedule		
Start Date	Start Date	Start Date
Fall	Winter	Spring

- Notice that there are two high school semesters: semester one and semester two. There are three college quarters: fall, winter and spring.

- In addition, breaks (ex. spring) do not align between the high school and colleges.

- The starting and ending of semesters (high school) and quarters (college) dates do not coincide with each other, making it unrealistic to try to start/enroll in the Running Start Program other than in the fall.

- Altered high school bell schedule (early dismissal, assembly, testing, etc.) can impact college classes

What Does It Mean To Be A Full Time Student?

The Washington State Legislature has limited the amount of combined credit Running Start students can take between their high school and Running Start enrollment. Running Start students exceeding the combined total will be responsible for tuition associated with any credit above the allowable amount.

Running Start students will have to pay for any credit above 15 college credits. What this means for you:

♦ If you are enrolled full-time in Running Start, you can take a maximum of 15 college level credits and not pay tuition (this assumes you are not exceeding the combined enrollment limits described below).
♦ For example, if you enroll in 17 credits, you will pay for the 16th and 17th credit of tuition (which is charged at the first credit of tuition rate).

Hours / Classes in High School	Eligible for # of RS Credits at College	Total FTE
1= .20 FTE	15= 1.0 FTE	1.2
2= .33 FTE	13= .87 FTE	1.2
3= .53 FTE	10= .67 FTE	1.2
4= .87 FTE	8= .33 FTE	1.2
5= 1.0 FTE	5= .20 FTE	1.2

May I Keep My Athletic Eligibility?

♦ Running Start students must meet the same athletic eligibility standards that are required of any student enrolled in the Kent School District.

♦ Students must meet the Washington Interscholastic Activities Association (WIAA) standard in scheduled classes and comply with local school attendance eligibility policies required of all other students.

♦ The Running Start student must maintain passing grades in a minimum of four full- time subjects or the equivalent college courses. The student shall maintain a 2.0 grade average during the previous and current high school semester or college quarter.

Recent Changes to the Running Start Program

Washington State House Bill (SHB) 1758

Community or Technical College - Issuance of High School Diploma or Certificate

A community or technical college may issue a high school diploma or certificate as provided under this section.

(2) An individual enrolled through the option established under RCW 28A.600.310 through 28A.600.400 who satisfactorily completes an associate degree, including an associate of arts degree, associate of science degree, associate of technology degree, or associate in applied science degree, shall be awarded a diploma from the college upon written request from the student.

Students wishing to pursue the option of obtaining their high school diploma through the college must meet with their counselor and complete the documents needed by the Kent School District.

Phone Numbers And On-line Contacts

Green River College
253-833-9111 (Ext. 2650)
www.greenriver.edu/students/academics/running-start/

Bellevue College
425-564-2026
www.bellevuecollege.edu/runningstart/

Highline College
253-878-3710 (Ext. 3353)
www.highline.edu/get-started/quick-start-guides/running-start/

Renton Technical College
425-235-2352
www.rtc.edu/running-start

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for the class of 2018 and Beyond
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greenriver.edu/runningstart • (253) 833-9111 Ext. 2643
12401 SE 320th St., Auburn, WA 98092

High School Graduation Requirement	Green River College Equivalency
Language Arts/English	**English** &101 is required. Senior English class from the following: **English** &112, &113, &114, 115, 160, 161, 163, 164, 165, 168, 180, 181, 183, 185, 187, 190, &220, &226, &227, &228, &236, &237, &244, &245, &246, 247, 248, 249, &254, &255, &256, 257
Math	**Math** 106, &107, &141, &142, 147, &151, &152 **Computer Science** &131, 132, &141, 145 • **Engineering** 106, &204, &214, &215
Social Studies: Washington State History	**History** &214 Required for students who have not met WA state req.
Social Studies: Contemporary World Issues II	**History** 103, 230, 231 • **Political Science** &101, &202, &203, 204 **Geography** 123, &200, 201, 205 • **Economics** 100, 101, &201, &202
Social Studies: U.S. History	**History** 136 AND &137 *must take both courses
Social Studies: Civics	**Political Science** &202, 207, 209
Health	**Health Education** 150
Physical Education	**P.E.**101 and above
Science	**Anatomy-Physiology** 100*, 102*, 103, 104 • **Anthropology** &205* **Astronomy** &100*, &101 • **Biology** &100, 103, 110, &160, &211, &212, &213, &241, &242, &260 • **Chemistry** &121, &131, &140, &161, &162, &163, &261, &262, &263 • **Environmental Science** 204 • **Geology** &101, 107, 200*, 206, 208 **Oceanography** &101 • **Physics** 107*, &110, &114, &115, &116, 154, 155, 156, &221, &222, &223 *Denotes courses that do not qualify as lab sciences.
Occupational Education	**Any 100 and above level course taken from the following disciplines:** Automotive • Aviation • Business Administration Business Management • Business Technologies and Administrative Careers (BTAC) • Carpentry • Computer Reporting • Computer Science Computerized Machining & Manufacturing • Criminal Justice • Design Drafting Tech • Early Childhood Education • Economics • Education in Early Childhood Education • Engineering • Industrial Education • Information Tech Journalism Natural Resources • Welding
Arts	**Any 100 and above course in Art, Music, Drama Photography** 101, 111

Please note: Common Course Numbers (CCN) are designated with the "&" symbol.
5 college credits = 1 HS credit • 3 college credits = .6 HS credit
Minimum Green River College grade to earn credit for high school is 1.0.
College credits may not align with high school graduation requirements and credits- please check with your high school counselors.

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HIGHLINE COLLEGE

for the class of 2018 and Beyond
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runningstart.highline.edu • (206) 592-3583
2400 South 240th St, Des Moines, WA 98198

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High School Graduation Requirement	**Highline College Equivalency**
Language Arts/English	**English &101 must be the first English class.** **Second English class from the following:** English 110, 200, 201, 203, 205**, 211, 234, &235 **Literature Courses:** English: &111, &112, &113, 121, 122, 123, &220, &244, &245, &246, 247, &254, 257 ** Recommended for students doing Culminating Project.
Math	**Mathematics** 111 and above; **Accounting**: 121, 124, &201; **Business**: 135, 210; **Computer Science** 143, 242, 151, 152
Social Studies: Washington State History	**History** &214
Social Studies –World History/CWI I	**History** &118
Social Studies –World History/CWI II	**Diversity & Global Studies** 110; **Economics** 110, &201, &202; **Geography** 160, 200, 207; **History** &118, 160; **Political Science** &202, &203, &204
Social Studies—U.S. History	**History** &146 AND &147 AND &148 *must take all three courses
Social Studies—Civics	**Political Science** 150, &101, &202
Science	**Astronomy**: &100; **Biology** &100 and above; **Chemistry** &110 and above (*except 139); **Environmental Science** &101; **Geology** 101 and above (*check by course); **Oceanography** &101; **Physics** 101 and above (*except 139)
Occupational Education	**Any 100 and above level course taken from the following disciplines:** 3D Graphics and Animation, Accounting, Administration of Justice/Criminal Justice, Business, Business Technology, Computer Info Systems, Computer Science, Economics, Education, Engineering, Hospitality and Tourism Management, Human Services, Healthcare Professions, Interior Design, Journalism 101 and above, Library and Info Services, Medical Assistant, Nursing, Paralegal, Personal Fitness Trainer, Respiratory Care
Arts	**Art** or Music: Any 100 level and above
Health	**Physical Education**: 100
Physical Education	**PE**: 103 and above (except 160)

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Bellevuecollege.edu/runningstart • (425) 564-2026
3000 Landerholm Circle SE, Bulding B Office 233, Bellevue, WA 98007

High School Graduation Requirement	Bellevue College Equivalency
Language Arts/ English	**English &101** must be the first English class. Second English class from the following: **English:** &111, &112, &113, &114, 115, 131, 201**, 210, 215, 221, &224, &235, &244, 263, 264, 265, 266, 271, 276 ** The Research Paper. Recommended for students doing Culminating Project.
Math	**Math**: &107, 130, 138, &141, &142, &151, &152; **Programming:** 110, 111; **Business Administration:** 240; **Accounting**: 101, &201
Social Studies: Washington State History	**History:** &214
Social Studies: World History/CWI I	**History:** 103
Social Studies: Contemporary World Issues II	**Political Science:** &101, &202; **Geography**: 105; **Economics**: 100, &201, &202
Social Studies: U. S. History	**History** &146 AND &147 AND &148 *must take all three courses
Social Studies: Civics	**Political Science**: &202
Science	**Astronomy**: &100; **Biology:** 108, 130, &160, &211, &241; **Chemistry:** 100, &105, &121, &131, &261; **Environmental Science**: &100, 207, 250; **Geology:** &101, &208; **Oceanography: &**101; **Physics:** &100, 109, 114, 121
Occupational Education	**Any 100 and above level course taken from the following disciplines:** Accounting, Administration of Criminal Justice, Animation and Graphics, Business Administration, Business Intelligence, Business Technology Systems, Communication Studies, Computer Science, Database Administration, Developmental Education, Early Childhood Education, Economics, Education, Home Economics, Information Technology, Interior Design, International Business Professions, Marketing Management, Medical Informatics, Network Services & Computing Systems, Nursing, Engineering, Fire Sciences, Gaming, General Business Management, Health Professions, Programming, Recreation Leadership, Technical Support, Video Production, Web Multimedia
Arts	**Art, Music, or Drama:** Any 100 and above
Health	**Health Education:** 250
Physical Education	**PE** 103 and above **Dance** 130 and above

Please note: Common Course Numbers (CCN) are designated with the "&" symbol.
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College credits may not align with high school graduation requirements and credits- please check with your high school counselors.

KENT SCHOOL DISTRICT
RUNNING START AGREEMENT FORM

Name of Student_____   JR. ☐   SR. ☐   Student ID._____

Home Phone Number_____   Parent/Guardian Cell Number_____

Student Email_____   Parent email_____

I plan to register for Running Start in the fall of: 20____at_____Technical/Community College

I PLAN TO GRADUATE FROM KENTRIDGE HIGH SCHOOL ☐

I understand that Running Start is a **"Full School Year Commitment"** which will commence in the fall each year.

(Student/Parent initial each item)   ## Student Responsibilities

___ ___   I will maintain a full-time status for the entire school year. If I don't, my graduation may be in jeopardy.

___ ___   To be eligible for a PE waiver, I will maintain full time student status. Full time Running Start students must enroll in 15 college credits per quarter each quarter they are involved in Running Start. Part time Running Start students (those who take classes at both KR and college) must maintain full time status according to the equivalence table on the R.S. verification form. All PE waivers will be either approved or denied after a review of the students' transcript, ensuring full time status, <u>during the spring quarter of the students' senior year</u> of participation in Running Start. If a waiver is denied, the student will have the right to appeal the decision in writing to the principal.

___ ___   I will notify the high school counselor before I transfer or withdrawal from a course.

              I understand to earn a Kentridge diploma, I will:

___ ___   Complete all components of the culminating project

                  Complete the courses and credits required by the winter quarter for graduation

                  Meet all state testing standards

___ ___   I will resolve high school/college schedule conflicts, understanding that high school courses are my priority.

___ ___   I have reliable transportation and I am able to pay for books, fees, transportation costs, and any other expenses incurred at the community/technical college with the exception of the cost of tuition up to 15 credits per quarter.

___ ___   I am responsible for obtaining information by reading the KR bulletin, checking my KR & college emails regarding dates, timelines, procedures, and orders, etc.. (i.e. culminating project, caps & gowns, announcements, college applications).

___ ___   I have read the Kentridge Running Start Student/Parent Handbook at http://www.kent.k12.wa.us/Page/4581

Graduation:

Eligibility for commencement and/or a high school diploma may be jeopardized by not following through with commitments agreed to   with KRHS. Kentridge High School does not guarantee that credits earned through Running Start will be accepted by colleges or universities. It is the student's responsibility to verify acceptability of credits. Grades earned through Running Start are a permanent part of the student's college transcript and are used in determining eligibility for admission to other colleges.

I/we have read the information contained above completely and carefully, understand the opportunities and responsibilities under these   guidelines and wish to participate in the Running Start Program at the community/technical college level. I/we give permission to the high school counselor and community college representative to communicate regarding my progress in the program.

_____   _____

(Student Signature)   (Date)   13 (Parent Signature)   (Date)