

343.46 EARLY COLLEGE CREDIT PROGRAM

The Williams Bay School District supports providing quality educational opportunities to ensure District students graduate college and career ready. Consistent with state law, high school students who meet the eligibility requirements defined in applicable statutes, regulations, and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in one or more nonsectarian courses at an institution of higher education through the Early College Credit Program (ECCP).

General Guidelines

1. The student must be enrolled in grades 9-12.
2. Eligible IHE's include the UW System Institutions, tribally controlled colleges, and private, nonprofit IHE's located in the State of Wisconsin.
3. The student is in good academic standing. The Williams Bay School District defines good academic standing to mean no D's or F's in the quarter or semester before the application and/or attendance concerns as reviewed by the principal or designee.
4. The student notifies the Board or Board's designee of his/her intent to enroll in the ECCP by March 1st for the fall semester, October 1st for the spring semester, and February 1st for summer courses. The Board's designee may make an exception to the application deadline.
5. The student and parent/guardian must consent in writing to allow the IHE to disclose information to the District about the course(s) for which the student enrolled and the student's grades and attendance record.
6. The student must meet the definition of a full-time student as outlined in Board policy.
7. The student may not be attending a technical college under the Start College Now Program.
8. The student may not be attending a technical college instead of high school.
9. The student must meet the requirements and prerequisites for the course(s).
10. The District may limit the number of credits for which the Board will pay under the ECCP and Start College Now (SCN) Program to the equivalent of 18 post-secondary credits per student.
11. Transportation costs, except as may be required by the student's Individualized Education Program (IEP), are the responsibility of the student/parent. State reimbursement may be available through the direct application by the parent/guardian. Such request must be filed with the Department of Public Instruction by the first Friday in February for the fall semester, by the first Friday in July for the spring semester, and by the first Friday in October for the summer session.

Cost Sharing

For high school credit only or high school credit and post-secondary credits, costs will be shared between the District and the State. For post-secondary credit only, costs will be shared between the School District, State, and the pupil. The Department of Public Instruction will consider costs to the pupil to be an undue financial burden on the pupil's family if the pupil is eligible for free or reduced-price lunch under the federal meal program standards.

IHE Responsibilities

1. Admit a student to attend a course under the ECCP, provided the student meets the requirements/prerequisites of the course, and there is space available in the course.
2. If a student indicates that they intend to take a course for post-secondary credit at a UW System Institution, the Institution must notify the student as to whether credits earned for the course are transferable between and within institutions within the UW System.

District Responsibilities

1. Determine if the course selected is comparable to a course offered in the district.
2. Determine whether the course satisfies any of the high school graduation requirements.
3. Determine the number of high school credits to award the student for the course, if any.
4. Notify the student of the determinations made under items (1) through (3) above, in writing, before the beginning of the semester in which the student will be enrolled in the course. The written notification will include the right to appeal information.
5. Pay the IHE for the cost of the course within 30 days of the end of the semester.

The district will only pay for courses that are successfully completed. If a student receives a failing grade (F) in a course or fails to complete the course, the student's parent or guardian or the student, if an adult, may be responsible for reimbursing the district for the tuition, fees, and other costs paid by the district. If this reimbursement is not made upon request, the student is ineligible for any further participation in the Early College Credit Program and the Start College Now Program. Textbooks purchased by the district are the property of the district and may be purchased by the student at the end of the course.

The district will pay for the equivalent of a combined total of 18 post-secondary credits per student for any course(s) that are taken through the Early College Credit Program or the Start College Now Program. The district may pay for additional post-secondary credits depending on the student's chosen pathway.

If a student takes a course at an IHE that is comparable to a course offered in the District, the District will make no payment for the course. Instead, the student taking the comparable course is responsible for paying the tuition and fees for the course.

6. Submit an itemized report to the Department of Public Instruction of the amounts paid to the IHE's for pupil's participating in the ECCP.

Appeal Process

If a student is not satisfied with the District's decision regarding the comparability of courses, the number of high school credits to be awarded, or satisfaction of high school graduation requirements, they may appeal such decision within 30 days to the State Superintendent of Public Instruction.

LEGAL REFERENCE: Wisconsin Statutes, Sections 38.12 (14), 115.385(4), 118.15(1)(b), 118.33, 118.55, 118.57 and Wisconsin Administrative code PI 40.07

APPROVED: February 22, 2021