

## Early College High School Exemption Request – 2019-2020

This document outlines the required information that must be submitted to the Ohio Department of Education in order for an Early College High School (ECHS) to request an exemption from the requirements of College Credit Plus.

### STATUTORY REQUIREMENTS: **Ohio Revised Code 3313.6013**

(E) Any agreement between a school district or school and an associated college governing the operation of an Early College High School program shall be exempt from the requirements of the College Credit Plus program, provided the program meets the definition set forth in division (F)(2) of [ORC 3313.6013] and is approved by the Superintendent of Public Instruction (of the Ohio Department of Education-ODE) and the Chancellor of Higher Education (of the Ohio Department of Higher Education-ODHE).

(F)(2) "Early College High School program" means a partnership between at least one school district or school and at least one institution of higher education that allows students to simultaneously complete requirements toward earning a regular high school diploma and have the opportunity to earn not less than 24 credits that are transferable to the institution of higher education as part of an organized course of study toward a post-secondary degree or credential at no cost to the participant or the participant's family. The program also shall prioritize the following students:

- (a) Students who are underrepresented in regard to completing post-secondary education;
- (b) Students who are economically disadvantaged, as defined by the Ohio Department of Education\*;
- (c) Students whose parents did not earn a college degree.

*\*Note: This is based on the economic status of individual students, not a designation of the entire school, such as participation under the Community Eligibility Provision.*

### REQUEST FOR EXEMPTION

In order to request an exemption of the requirements of the College Credit Plus program, the program must meet the definition above and must be approved by the State Superintendent and the Chancellor.

#### For each Early College High School location, the following information must be submitted:

- A. Copy of current Memorandum of Understanding (MOU) which includes, but is not limited to:
  - 1. The course of study or curriculum map which includes the identification of at least 24 college credit hours that students have the opportunity to earn.
  - 2. The partnering institutions' plan to prioritize the students as described above (e.g., admission plan/process, outreach/marketing plan, or other information about student outreach). Note that "economically disadvantaged" is based on the economic status of individual students, not a designation of the entire school, such as under the federal Community Eligibility Provision.
  - 3. The MOU must be signed by both secondary school and college partner representatives.
- B. Application Document which includes, but is not limited to:
  - 1. Pages 2 and 3 of this Exemption Request document with all fields completed.
  - 2. The financial arrangement that will be employed if a student decides to enroll in college courses outside of the ECHS course of study/curriculum map at either the partnering institution of higher education or another institution. Example: This may be that the high school agrees that any course outside of the ECHS curriculum will be addressed as College Credit Plus or some other alternative agreement.
  - 3. A description of support services available to ECHS students.
  - 4. A description of the metrics that the partnering institutions will use to measure the progress and success of the program. In addition to the metrics the partners identify, additional data must be submitted to ODE/ODHE annually by March 1. The data report template is available on the College Credit Plus resources webpage.

The State Superintendent of ODE and the Chancellor of ODHE may request additional information from the parties seeking the exemption. Decisions to approve request for exemption are at the sole discretion of the Superintendent of ODE and the Chancellor of ODHE and are final.

Name of School: \_\_\_\_\_

Name of School District: \_\_\_\_\_

District IRN: \_\_\_\_\_

Name of College/University: \_\_\_\_\_

College/University IRN: \_\_\_\_\_

Location of Early College High School (choose at least one):

High School Building Building IRN: \_\_\_\_\_

College Campus College IRN: \_\_\_\_\_

Contact Information (provide names and contact information for both the secondary school and college):

Secondary School Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

College/University Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**AFFIRMATION**

By signing below, the school district and the college/university representatives affirm to the Ohio Department of Education and the Ohio Department of Higher Education that the school listed above is an Early College High School, as defined in Ohio Revised Code 3313.6013. If, at any time, we decide to cease being an Early College High School, we will notify the Department.

School District Representative

\_\_\_\_\_  
Printed/Type Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

College/University Representative

\_\_\_\_\_  
Printed/Type Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**This form and all required documents must be submitted on or before  
March 1, 2019 to [ccp@highered.ohio.gov](mailto:ccp@highered.ohio.gov).**