

Innovative Program Waiver Application Template

Background

The Ohio Revised Code (3365.10) allows secondary schools and colleges and universities to apply to the Chancellor and Superintendent for a waiver from one or more requirements of the CCP program. The Chancellor and Superintendent may grant the waiver between the school and the college or university if the agreement 1) includes innovative programming proposed to exclusively address the needs of underrepresented student groups; and b) meets the criteria set forth in rules.

3333-1-65.10 of the Ohio Administrative Code is the rule outlining the waiver process. In order to assist secondary schools and colleges and universities in the process, the Chancellor has developed a template that can be used when requesting a waiver. The template follows the requirements outlined in 3333-1-65.10. When completing the application template, please pay particular attention to the following essential components:

- Must be submitted no later than March 1st for the following academic year
- Must provide an overview of the program and why it is innovative
- Must include a rationale for why the waiver is needed
- Must include the cohort subgroup or subgroups that are the focus of the program
- Must include goals for the program
- Must include the metrics that will be used to measure the success of the program
- Must include the agreement or the proposed agreement with the secondary school partner(s)

Application Template – First Time Submission *and* Modifications to Previously Approved Submissions

1. Name of the college or university seeking the waiver and a primary contact for communication about the waiver request. Name of the secondary school partner(s) and primary contact for the secondary school(s).
2. Provide an overview of the program for which you are seeking the waiver. In your response, include information on the why the program is innovative, how it differs from “standard” CCP programming and how it exclusively addresses the needs of the underrepresented student subgroups.
3. Indicate the specific CCP program requirement(s) for which you are seeking a waiver (e.g., student eligibility, course eligibility, payment structure). Describe the rationale for the waiver (i.e., why is the waiver needed to meet the goals of program?).

4. Describe the underrepresented student subgroup or subgroups that are the focus of the program and indicate how long they will be participating (e.g., one semester, one year, multiple years). In your response, include information on the representation of these subgroups in the secondary school or schools with which you are partnering. Provide estimates of the number of students who will participate.
5. Provide the qualifications and academic credentials of the individuals who will be administering and providing instruction in the program.
6. Describe the goals for the program and the metrics that will be used to measure the progress and success of the program.
7. Provide the CCP agreement(s) or proposed agreement(s) signed by representatives of the secondary school partner(s) and the college.

Continuation Requests

If an Innovative Program has been approved for the 2018-2019 academic year and there are no proposed modifications (e.g., additional partners, new goals, other program changes), then the partners only need to submit a completed Innovative Program Data Report, signed by both partners. This report will be emailed to the point of contact for the Innovative Program and will be posted on the www.ohiohighered.org/ccp/resources webpage.

Additional Information

The Chancellor and the Superintendent of Public Instruction may request additional information as needed in consideration of the waiver request. An approved waiver will be in effect for one academic year unless specifically approved for a longer duration. Ohio Department of Education and Ohio Department of Higher Education will collect and review data to continually re-evaluate the effectiveness of the specific program for which the waiver was granted and the merits of granting waivers in subsequent academic years. Decisions of the Chancellor and Superintendent of Public Instruction are final.

**Please submit the request electronically, no later than March 1, 2019, to the College Credit
Plus office: ccp@highered.ohio.gov**