

**Ohio Department of Higher Education
College Credit Plus Advisory Committee
25 S Front Street
Main Conference Room, 7th Floor
Tuesday, August 29, 2017
1:00 p.m.**

I. Welcome and Approval of Minutes

Chancellor John Carey gave opening remarks and thanked everyone for volunteering their time and efforts to the College Credit Plus (CCP) Advisory Committee. Following Chancellor Carey's remarks, Dr. Steve Gratz asked the committee members to briefly review the draft copy of the meeting minutes for the April 6, 2017 meeting. There being no corrections, the meeting minutes passed by general consent. Dr. Larisa Harper welcomed the CCP Advisory Committee members and asked attendees to introduce themselves. The following members were present:

- Dr. Larisa Harper, Director, CCP, Ohio Department of Higher Education (ODHE) (*CCP Advisory Committee Co-Chair*)
- Rebecca Gawsyszawski, District Advisor, Ohio PTA
- Dr. Steven Gratz, Senior Executive Director, Ohio Department of Education (ODE) (*CCP Advisory Committee Co-Chair*)
- Jonathan Kreger, Faculty Member, Columbus State Community College
- Tim Kraynak, Assistant Principal, Worthington Christian High School
- Karla Krodel, Director, Metro Credit Education Outreach, Youngstown State University
- James Smith, Vice President for Enrollment Management, Mount Vernon Nazarene University
- Matt Smith, School Counselor, Benjamin Local High School

ODHE and ODE staff members present were:

- Charles See, Assistant Deputy Chancellor of External Relations and Education Technology, ODHE
- Dr. Stephanie Davidson, Vice Chancellor of Academic Affairs, ODHE
- Paolo DeMaria, Superintendent of Public Instruction, ODE
- Stephanie Siddens, Senior Executive Director of Curriculum Assessment, ODE
- Wendy Casterline, CCP Program Administrator, ODE
- Dr. Brenda Haas, Associate Vice Chancellor of P-16 Initiatives, ODHE
- Jill Dannemiller, Director of Data Management and Analysis, ODHE
- Eli Faes, Legislative Director, ODHE
- Devin Babcock, Office of Legislative Policy, ODE
- Beth Lewis, Curriculum Assessment, ODE
- Anthony Alfano, Administrative Assistant, ODHE

Additional guests present at the time of introductions were Stephanie Sanders, University of Toledo; Barb Miller, University of Toledo; Ben Postlethwait, Hannah News Service; and Michele Brown, Ohio State University.

Individuals who signed in as guests at the meeting can be found on Attachment #1.

II. Performance Measures Update

Dr. Harper reviewed the performance measures document and reminded members that this is a work in progress. She indicated that the committee will receive a copy of an updated version at the next meeting. She said Jill Dannemiller and her staff are helping with adding Year Two data and matriculation data for students who have graduated from high school and are continuing their education. She said they are also connecting CIP and SOC Codes related to degrees in in-demand fields, and will also be adding a percentage of the general population within the distribution of students who are in certain district typologies. She said these pieces will be forthcoming.

III. Preliminary Data Review for Year Two (2016-2017)

Ms. Dannemiller said that most of the data presented (Attachment #2) in the PowerPoint is still preliminary as some data are still being reported by the institutions. Jill indicated that the annual report, due in December, will have the most up-to-date data. She said all of the data for the 2016-2017 academic year is subject to change; however, the general trends normally stay the same.

Ms. Dannemiller presented over 65,000 students participated in CCP during 2016-17, which is an increase of over 10,000 from the 2015-2016 enrollment. She said there was an extra term available to CCP students for the first time this past academic year. She said about 10% of students took summer classes. She said all 23 public institutions of higher education were represented, including all of the branch campuses. She said there were also 32 private institutions of higher education that participated.

Ms. Dannemiller said some of the information included in Attachment #2 represents data comparing 2016-2017 to 2015-2016. She said the majority of students enrolled in CCP are in grades 11 and 12. Slide #5 helps to identify any gaps in participation. She said there is a gap with African-American CCP students compared to traditional grade 7-12 students. She said we will look at the economically disadvantaged students as we receive more data from the secondary sector.

James Smith asked why the "Unknown" race percentage is so high for CCP students. Ms. Dannemiller replied that the "unknowns" are reported by the private institutions that did not collect data on race. She said we will go to ODE again this year to see if we can obtain more information on the private schools.

Ms. Dannemiller said slide #6 is looking at how many courses students took in Academic Year 2016-2017. She said similar to last year we are seeing the majority of students take four or fewer courses. She said slide #7 is looking at the subjects in which students are taking courses. She said about 80% of courses were in the five main core areas: English, social sciences, math, science, and arts and humanities. She said just over 90% of students completed courses for college credit (slide #8), which gave them college credit on their transcripts. She said there are still some students who are withdrawing past the point when a withdrawal will impact their transcript. She said there are also some students who have been unsuccessful at passing a class.

Ms. Dannemiller said that the majority of students are earning credits for the courses they have taken. She said that some areas have decreased this year, and we will see if there are any subject areas we need to look into more. She said slide #10 addresses GPA by Course Delivery Type (High School – Post-Secondary Instructor, High School – Secondary Instructor, College Campus, and online). She said this year's overall GPA's are staying about the same as last year's. She said the highest GPA is coming from the high school courses that are being taught by a secondary instructor.

Ms. Dannemiller said that approximately 17,000 students that participated in CCP in 2015-2016 matriculated to an Ohio public institution of higher education. She said that represents about 65% of students that reported a graduation year of 2015 or 2016 (slide #11). She said the graph on slide #11 is divided by sectors and represents public institutions. She said 20% of students went to community colleges, about 15% went to a branch campus, and almost 65% went to a main branch campus at a four-year institution.

Ms. Dannemiller said that we now have data for certificate and degree completions (slide #12). She said there have been over 350 certificates and over 1,000 associates degrees awarded to CCP students since 2015. She said certificates are programs of study that are 60 hours or less. She said the majority of certificates are in health care and applied science (slide #13). She said it follows the trends for the certificates from the two-year sector overall. She said associate degrees completions are mainly in the Liberal Arts area, as seen in slide #14. She said her assumption is that students are using CCP to finish their first two years of general education courses and obtaining liberal arts degrees to move on to four-year institutions.

Ms. Dannemiller said the updated savings chart shows tuition savings from 2016-2017. She said, as calculated based on the advertised per credit hour amount, over \$130 million has been saved. She said we will be taking a closer examination of course outcomes, course taking patterns when students matriculate, and continued review of students that are withdrawing or failing.

James Smith asked if the overall pass rate went down. Ms. Dannemiller said it is a little lower than last year; however, we are still receiving more data. She said she feels that we are missing additional course outcomes information.

Dr. Harper asked if we are able to break the large number of liberal arts degrees on slide 14 down by Associate of Arts or Science, since many students are leaning towards a transfer degree. Ms. Dannemiller said that it is possible. Dr. Gratz said that it would be beneficial to see a year-to-year comparison of how many students, because of CCP, are earning Associate Degrees.

IV. Sharing New Resources

Dr. Harper discussed documents that were included in attendees' folders. She said she has shared and discussed the Policies and Procedures Handbook (Attachment #3), which is still in draft form, with school counselors and new college coordinators to obtain their feedback. She said we attempted to take pieces regarding CCP from the Ohio Revised Code and the Ohio Administrative Code and merge them together, so there is some order in how CCP operates. She asked for feedback as the committee reads through it. She said she hopes for it to be a finished document by the end of September.

Dr. Harper said we worked closely with the ODE's Graduation Requirement staff to make sure the High School Graduation Course Substitution Crosswalk document (Attachment #4) is accurate and is following appropriate statutes and rules. She said she has been receiving a lot of calls, and people are using it. She said it is intended to show schools, students and colleges that if a student participates in CCP and takes a certain course at the college, how it will relate back to the high school graduation requirements. She said a similar document for middle school students is almost ready to share. She said she is not sure when it will come out of in-progress status, but we will distribute it once it is ready.

Dr. Harper said The ABCs of CCP (Attachment #5) was created in order to help identify many of the common acronyms that are commonly used in the world of CCP. She asked attendees to send additional suggestions for the document to her.

Dr. Harper said that there are 17 items in the New Provisions for CCP document (Attachment #6) based on House Bill 49 (H.B. 49) including the two required rules. She reviewed the Student Eligibility changes, which were based on stakeholder feedback. She said the first step in determining eligibility can be identified in the chart on page 3 of the document. Dr. Harper spent time discussing the step-by-step process for student eligibility on page 3 of attachment #6. Committee members discussed the Student Eligibility – Standard Error of Measurement Chart on page 4 of attachment #6.

Dr. Harper said another provision that is getting a lot of attention is Student Assessment. She said within the final language it indicates that institutions of higher education are to pay for one assessment to determine student eligibility. She said we have been having internal meetings to discuss options that could be available to institutions. She said this greatly impacts colleges that require the ACT or SAT. She said we have been reaching out to discuss the options with ACT in terms of vouchers or some sort of code that a student could utilize to register for the test, and then the institution would pay for it. She said we have also been talking about aligning ACCUPLACER and ACT/SAT scores in a concordance table. James Smith, Dr. Harper, Charles See, Dr. Gratz, Karla Krodell and Matt Smith discussed who covers the cost of the ACT if a student applies to multiple institutions.

Dr. Harper reviewed the Default Payment Structure which goes hand in hand with the definition of the standard rate. She said the default rates for tuition reimbursement go from the floor to the ceiling. She said the floor would

be for those courses that are delivered at the high school by approved high school teachers, and it is in the range of \$40. She said the ceiling, which is when a student is taking a college course at the college campus or online, is in the range of \$160. She said anywhere between the floor and the ceiling, colleges and high schools can partner and negotiate to come up with other rates; but the default rates are the floor and the ceiling. Because there was not a system check for the lesser rate (the ceiling or the standard tuition), some institutions received the ceiling amount, which was more than their usual tuition per credit. She said the provision also identifies a change in language for those institutions who request to go below the floor. She said under H.B. 49, it states that the Chancellor may approve, rather than shall approve requests to go below the floor. She said the Chancellor is not planning on approving any below the floor requests, except those with extreme, extenuating circumstances.

V. Open Discussion: Course Eligibility & Underperforming Students

Dr. Gratz asked the advisory committee to look at page 2 of attachment #6, to discuss Eligible Courses. He said this is the conversation that started when students wanted to take classes to become a pilot, or a one-on-one music course, and they were a bit cost-prohibitive when looking at the implementation of them. He said this provision in H.B. 49 allows the Chancellor and the Superintendent to create rules regarding course eligibility. Dr. Harper invited the committee to review parts of H.B. 49 that pertain to CCP, which are provided in attachment #7. She said page 1102 discusses the course eligibility rule, and page 1107 discusses the underperforming students rule.

The committee members discussed co-requisites along with other concerns related to courses.

James Smith addressed some of his concerns regarding the cost and fees of things such as music classes and study abroad programs. Karla Krodell asked about physical education courses. She said if a student takes a class on walking or meditation, there's no course fee. She asked if we can eliminate colleges having to be responsible for physical education courses fees. Charles See said that we cannot provide definitive answers at this time, but we will consider all ideas.

Dr. Gratz asked the advisory committee to shift their attention to information on underperforming students, which is found on page 1107 of H.B. 49 (Attachment #7). He said we have the opportunity to develop administrative rule, and must at a minimum define the definition of an underperforming participant, any additional conditions that participants with repeated underperformance must satisfy the timeframe for notifying an underperforming participant, mechanisms available for assisting those individuals, and the role of school counselors and college academic advisors in assisting those individuals.

Committee members discussed parameters for underperforming students.

Dr. Harper asked for committee thoughts on credit recovery, should a student become ineligible because of the new rule that will be created. Mr. Kraynak responded that, at his school, they do not necessarily have credit recovery, but they do have courses that they could slide into. Mr. Kraynak responded saying that they have to communicate to parents that there is a huge risk associated when a student jumps into the pool of CCP. He said his school has parents of CCP students sign a consent form.

Dr. Gratz asked for committee thoughts on protocols for underperforming students. Mr. Kreger responded saying that Columbus State Community College has a system that links high school counselors to faculty, and they note if students are below a 70% grade, which sends communication to a high school counselor. He said it is an extra reporting system that is used for all students, not just CCP students. He said they complete the monitoring process four times a semester.

Dr. Harper invited members of the audience to offer input. Rob Callahan, Ohio University, discussed a sliding scale based on credit hours that the college uses. Matt Smith said a sliding scale would be great for a counselor because it provides a benchmark for when a student should be on probation. He said he did not know if it is feasible, but a sliding scale would make communication more seamless from secondary schools to colleges.

Stephanie Sanders, University of Toledo, said students must complete 12 credit hours before probation is activated.

James Smith said, on behalf of private colleges, he would like to talk about reporting sometime in the future. He said there is a lot of angst about reporting and payment. He said he would also like to discuss timely payments and the changes that will be made to that. Charles See mentioned the outcomes report. He said the Chancellor has sent a letter to colleges discussing how he plans to interpret the language as it relates to the outcomes report. He said we are going to use the data we already have; there is not going to be a requirement for institutions to submit additional data for purposes of putting together that particular report. He said institutions are already contributing data for the annual report. Dr. Harper said she meets regularly with Jill Dannemiller and their ODE counterparts to discuss reporting and timely payments. She said there is also one of the provisions identifying specific dates for payments. She said all of that is based on submissions from the colleges, census data, and making sure it is done in a timely manner to allow the high schools the 45 day window of review, the colleges to review any concerns or flags, and then payment once all of the flags are resolved. She said if there are specific colleges that want us to follow up on certain payments, we can do so.

VI. Adjourn

Dr. Gratz said that we will be let everyone know when the next advisory committee meeting is scheduled. He then declared the meeting adjourned.



Dr. Larisa Harper, Director, CCP
Co-Chair
ODHE, CCP Advisory Committee

1-12-2018

Date



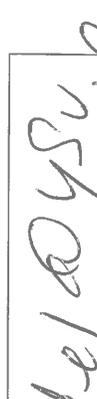
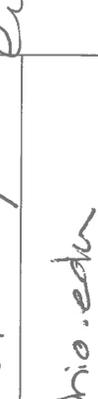
Dr. Steven Gratz, Senior Executive Director
Co-Chair
ODHE, CCP Advisory Committee

01-12-2018

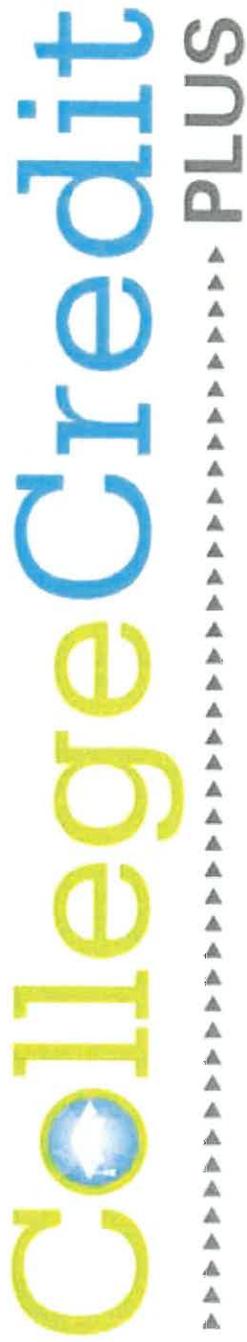
Date

Attachment #1

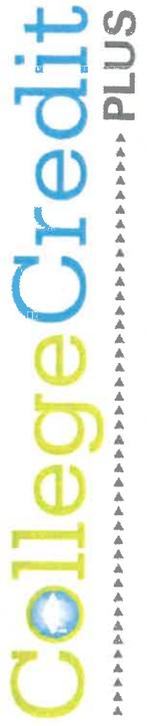
CCP Advisory Committee Meeting
 Tuesday, August 29, 2017
 1:00-3:00PM

<u>Name</u>	<u>Organization</u>	<u>Email Address</u>
	USU	kpkrcdel@ysu.or
	Ohio University	calbar@ohio.edu
Stephanie Saunders	Univ of Toledo	stephanie.saunders@utoledo.edu
Barb Kopp Miller	Univ of Toledo	barbara.koppmiller@utoledo.edu
Matt Smith	BLHS	Smithm@benjaminlogan.org
Jonathan Kregar	Columbus State Community College	jkregar@cscc.edu
Ben Postlethwaite	Hansah News	bpostlethwaite@hanah.com
Brenda Han	ODHE	
	Washington Christian	tim.kregar@washingtonchristian.com
	OSU	brown.1117@osu.edu

Attachment #2



Data Overview
2015-16 & 2016-17



Preliminary Data

- Data is still being reported for 2016-17**
- **All 2016-17 data is subject to change**
 - **Extracted from the HEI and CCP applications on August 22, 2017**

Participation

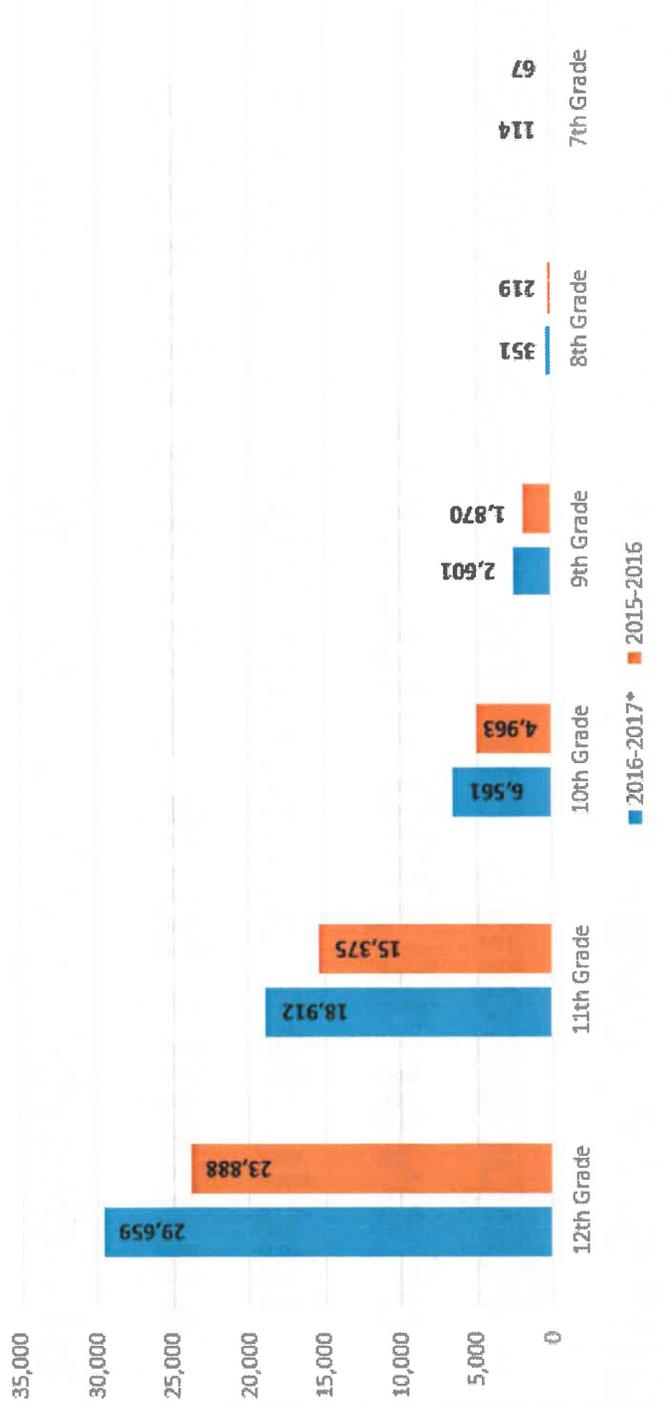
- **2016-17, over 65,000 students***
 - **Represents an increase from 2015-16 of over 10,000 students**
 - **Includes summer 2016 – about 10% of students took summer courses**
- **Students took classes from 23 Community Colleges, 13 Universities, 24 Branch campuses, and 32 Private Higher Education Institutions**

*By Student Identifier

Participation

Over 70% of CCP students are in grades 11 and 12

College Credit Plus Participants, by Grade

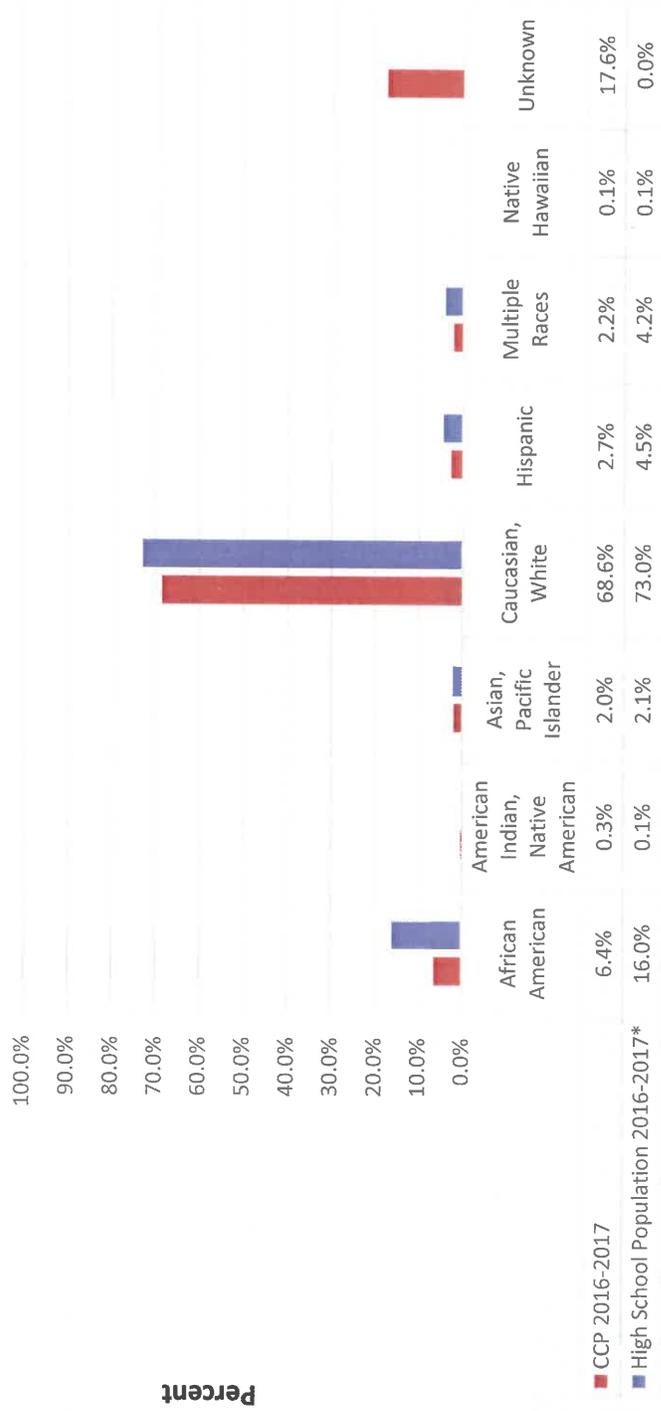


*Preliminary Data as of 8/22/2017

2015-16 & 2016-17 Academic Years

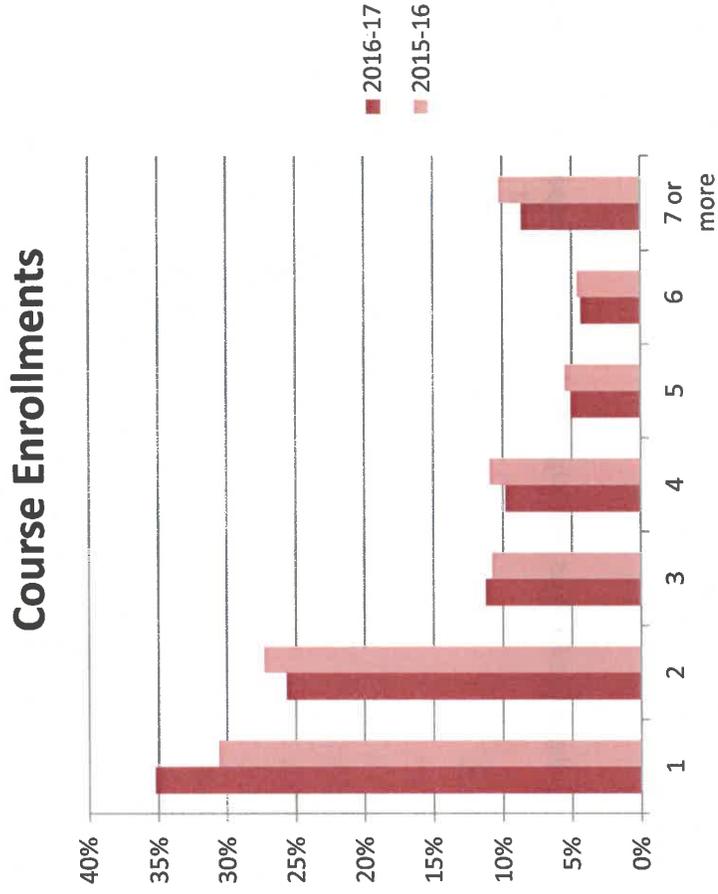
CCP participation again shows gaps in under-represented groups as compared to the secondary population.

**College Credit Plus Participants, by Race, Compared to Overall Student Population
Grades 7-12**



2015-16 & 2016-17 Academic Years

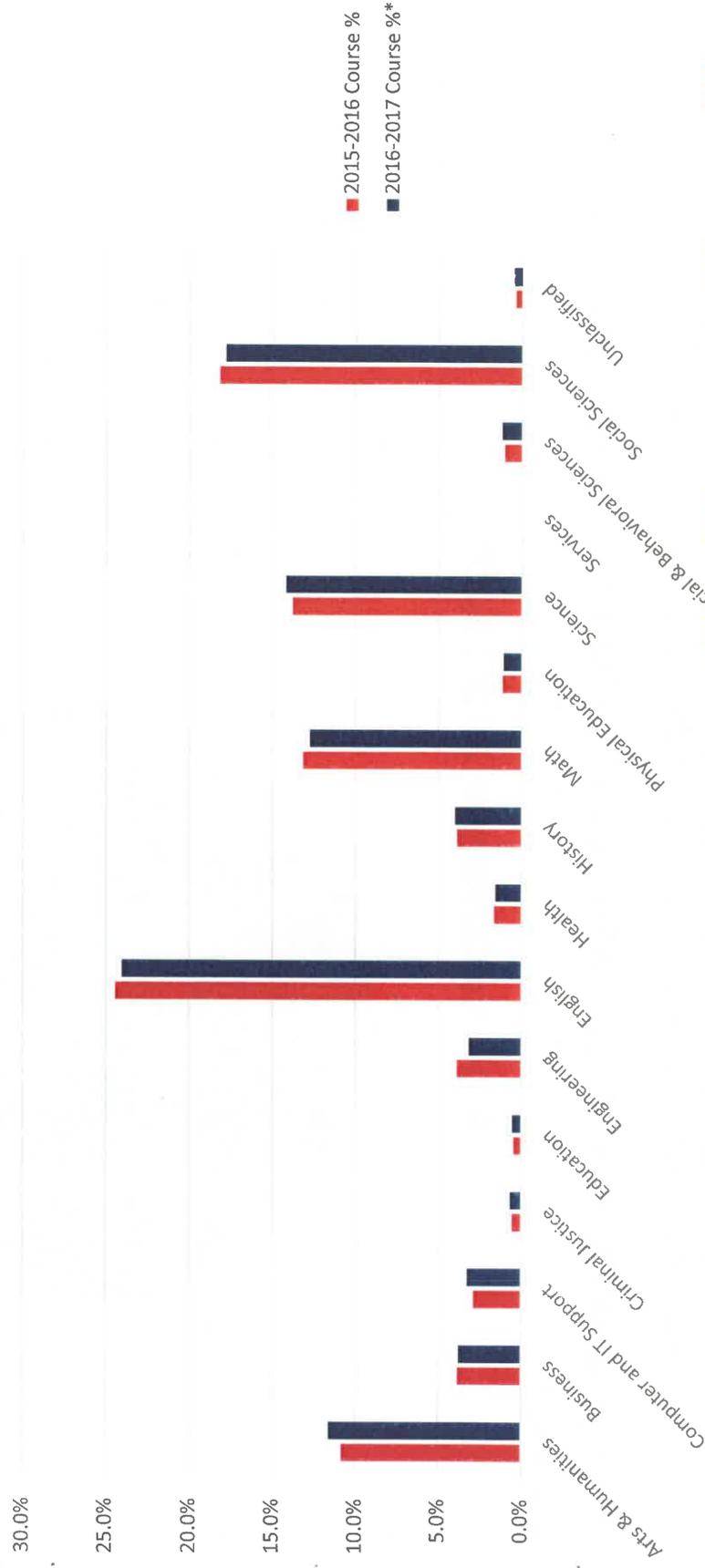
- The majority of students took 4 or fewer courses for college credit (80%).



2015-16 & 2016-17 Academic Years

- The majority (~80%) of CCP students are taking courses in five main core content areas: English, social sciences, math, science, and arts & humanities.

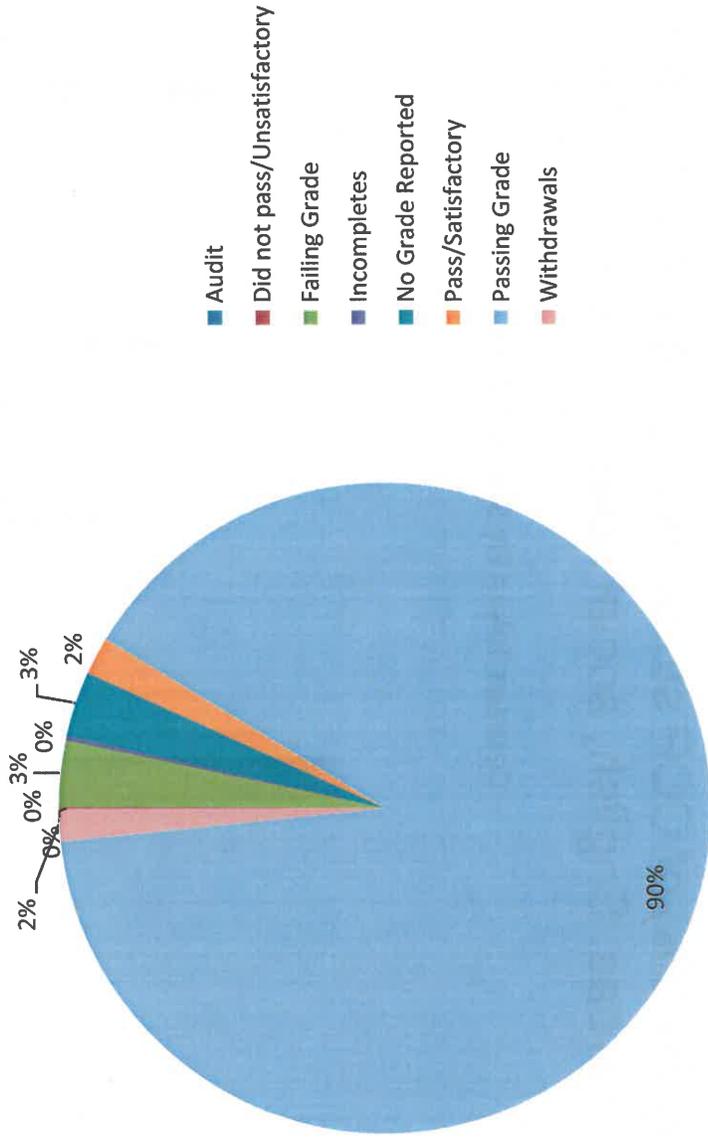
Courses Taken By Subject Area



2016-17 Academic Year

- Just over 90% of courses taken by CCP students resulted in credits earned.

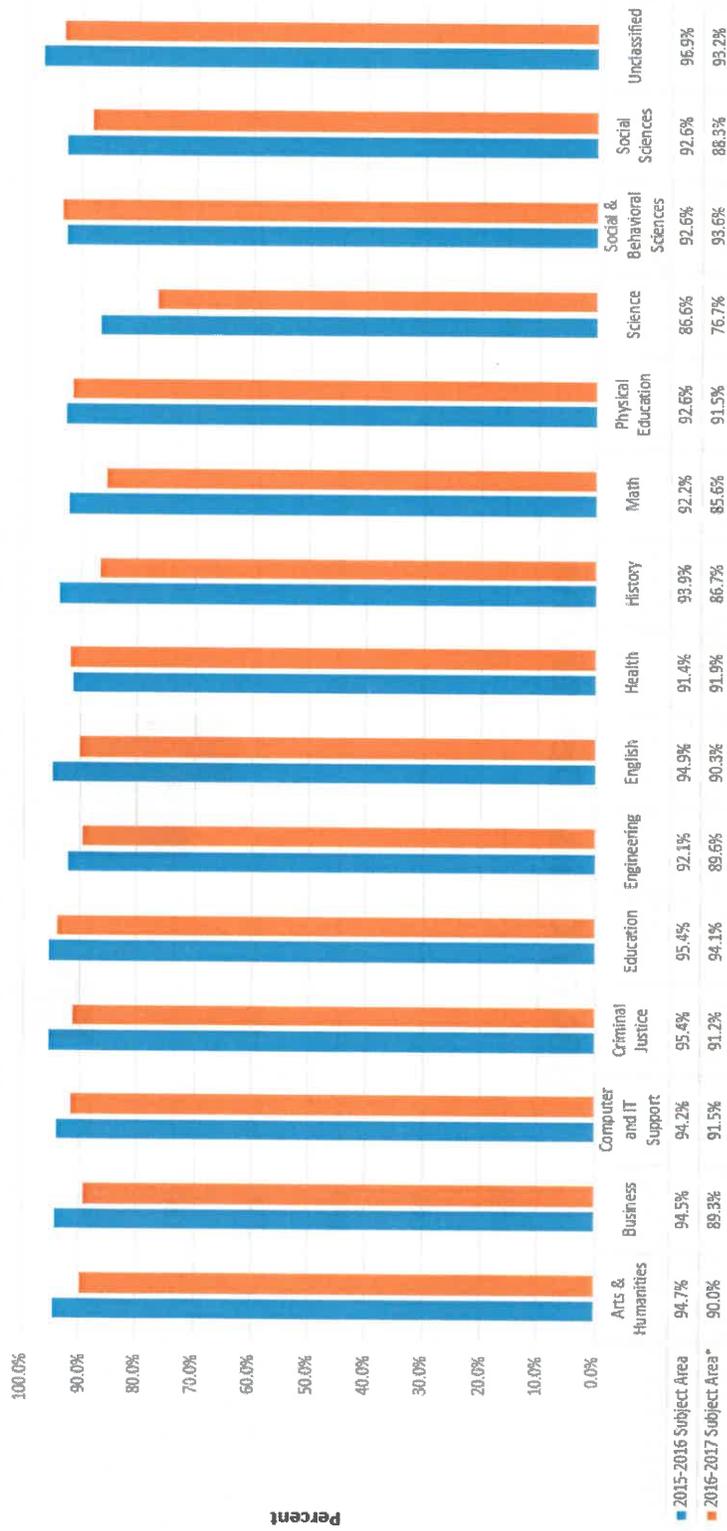
CCP Course Outcomes: AY 2016-2017



2 Academic Years

- The majority of CCP students are earning credits for the courses they are taking. Some areas have decreased this year – will look into more.

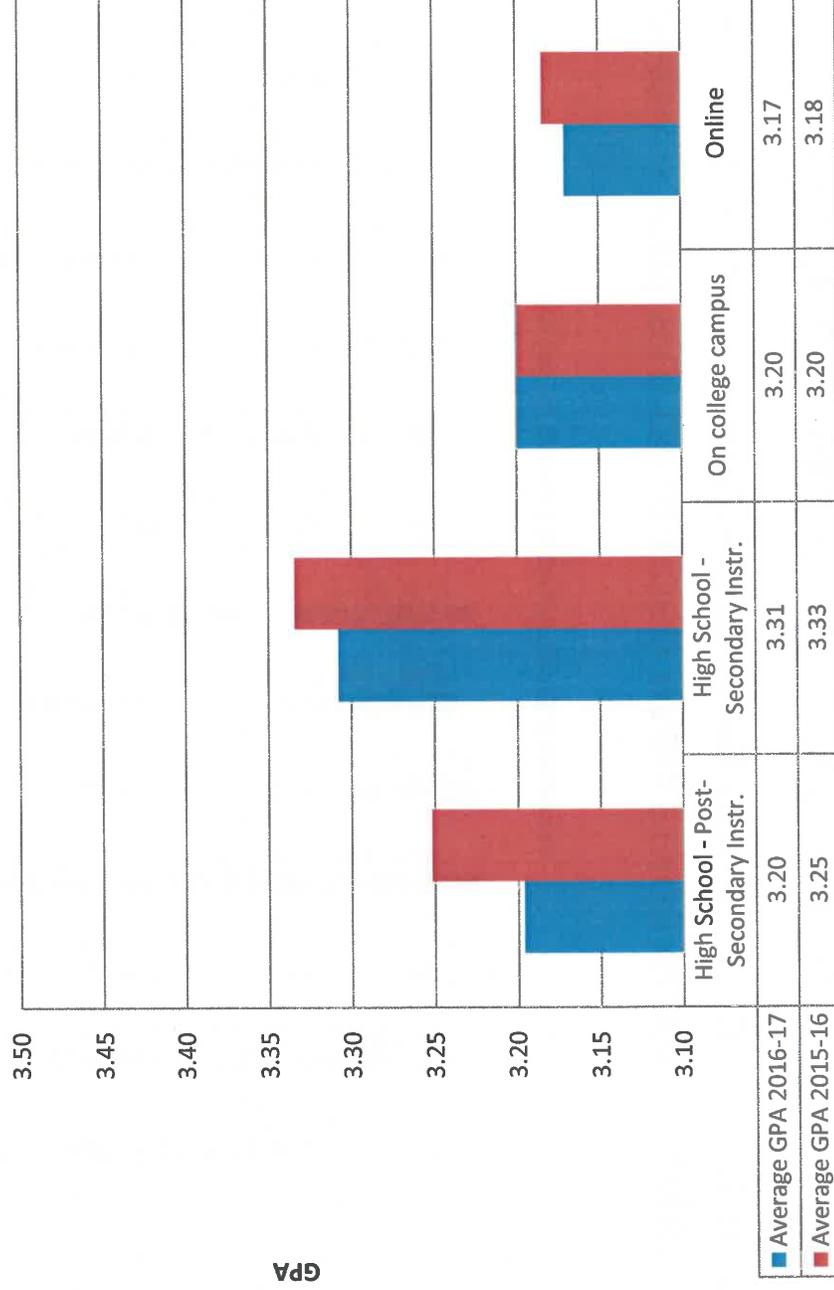
Percentage of Courses w/Credits Earned By Subject Area



2 Academic Years

- About 50% of the courses were offered on the high school campus but the GPA did not vary much by the location of the course.

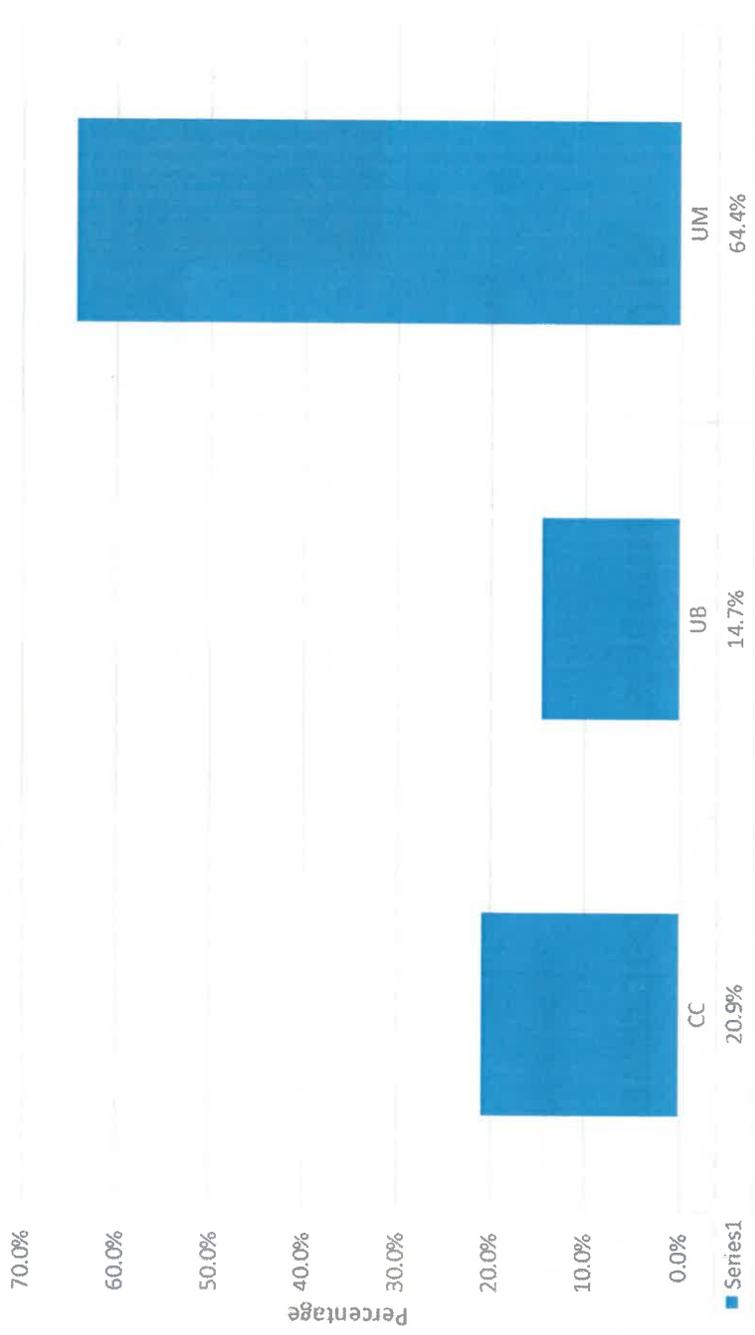
GPA By Course Delivery Type



Matriculation

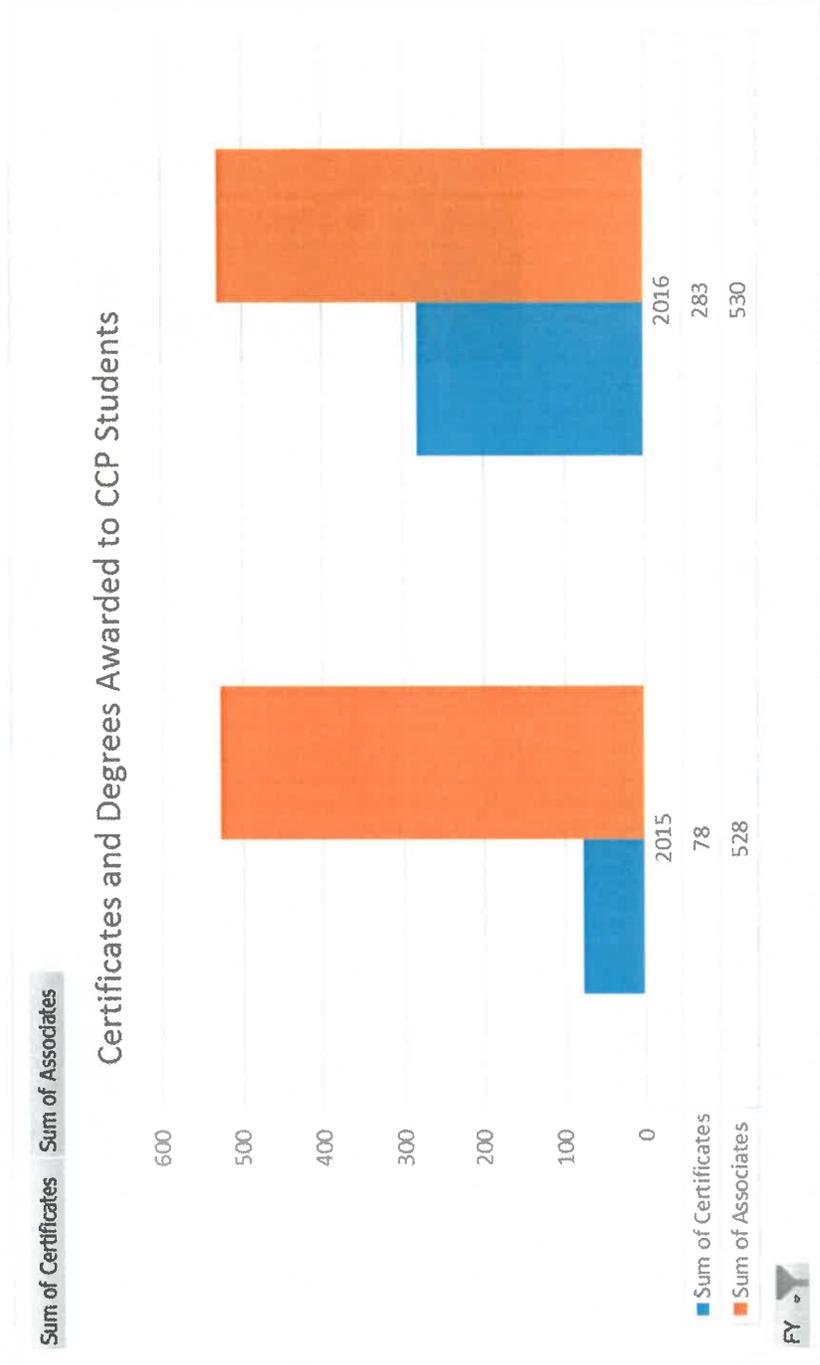
- Approximately 17,000 students that participated in CCP in 2015-16 matriculated to an Ohio *public* institution of higher education. That represents ~65% of students that reported a grad. year of 2015 or 16.

Matriculation to Undergraduate by Sector 2016-17



Completions

There have been over 350 certificates and over 1,000 associates degree awarded to CCP students since 2015.



Completions

Certificates are mainly in the health care and applied science areas.

Subject Area	2016 Certificates
Nursing	78
Pharmacy	31
Computer Science	26
Emergency Medical Care	26
Sports and Recreation	21
Allied Health	19
Pre-Professional Medical Studies	18
Other Health	13
Engineering Technology	12
Photography, Video and Cinema	9
Service Business	8
Protective Services	7
Industrial and Manufacturing Technology	4
Communications Disorders	2
Design	2
Management	2
Visual and Performing Arts, Other	2
Other	3

Completions

Associates degrees are mainly in the Liberal Arts area.

Subject Area	2016 Associates
Liberal Arts	428
Interdisciplinary Social Sciences	21
Management	12
Biological and Biomedical Sciences	10
Engineering Technology	7
Computer Science	6
Protective Services	6
Psychology	5
Allied Health	4
Registered Nurse	4
Communications	3
Accounting	2
Family and Consumer Studies	2
Service Business	2
Other	18

Future Analysis

Short Term Future Analysis:

- Updating the maps based on the resident districts of the CCP student
- Closer examination of course outcomes
- Course taking patterns when students matriculate – are they re-taking any courses as undergraduates
- Transferred credit hours as undergraduates (similar to above)
- Continued review of students that are withdrawing or failing

Contents

Introduction.....	4
Overview	4
Policy & Procedure Handbook	4
Institutional Participation in Program.....	4
Summary	4
Policy	5
Statutes and Rules.....	5
Current Information	5
2017 Legislative Changes	5
Procedures	6
Requirements of the Secondary Schools	6
Annual Notice.....	6
Information Session.....	7
Counseling Session	8
Additional Requirements	9
Notification of Student Registration	9
End of Course Examinations.....	10
Credit Conversion.....	10
Underperforming Students	11
Awarding Credit.....	11
Nonpassing Grades or Withdrawals.....	12
Weighting of Grades.....	12
Economically Disadvantaged Identification	13
Tuition and Textbooks.....	13
Requirements of the Institutions of Higher Education	16
Promotion of the Program	16
Eligibility & Admission Requirements	16
Student Eligibility.....	16
Institutional Admission.....	17

Course Placement.....	17
State Residency	18
Confirmation of Enrollment	18
Academic Support Services	19
Course Delivery	19
Funding Overview.....	21
Nonpublic School Student Funding	22
Default Tuition Rates.....	22
Alternate Funding Agreements	23
Below the Floor Requests.....	23
Reporting.....	25
Payment Process	28
CCP Portal.....	30
ODDEX	30
Selective Service.....	31
Athletic Eligibility.....	31
Important Dates	32
References & Websites	36
Forms.....	36

Introduction

Overview

College Credit Plus (CCP) became Ohio's only dual enrollment program in the fall of 2015. Over 54,000 students participated in the first academic year (2015-2016) of CCP at 71 institutions of higher education. The purpose of the program is to promote rigorous academic pursuits and to provide a wide variety of options to college-ready students. CCP is one of the many strategies employed in Ohio to meet the Attainment Goal of 65% of Ohio's citizens earning a degree, certificate or other postsecondary workforce credential of value in the workplace by 2025.

Policy & Procedure Handbook

This document is intended to assist secondary school and college/university professionals with the details related to College Credit Plus. The document is not intended to replace a professional's responsibility for having a working knowledge of the Ohio Revised Code (ORC) and Ohio Administrative Code (OAC) governing the CCP program. All references to the ORC and OAC are summaries or paraphrases. Secondary school and higher education personnel are responsible for reviewing current ORC and OAC for exact and complete language and regulations. As with all forms and files, the information within this document may become outdated as changes occur legislatively. Personnel are responsible for ensuring that they have the most up-to-date file and forms by checking the www.ohiohighered.org/ccp website regularly. Dates will be added to all forms and files to ensure current information is accessed.

Institutional Participation in Program

All public secondary schools and all public colleges must participate in the CCP program. Any nonpublic secondary school or private college that chooses to participate in the program must follow the requirements of the program. However, if a nonpublic school student chooses to participate in the program, then the nonpublic school becomes responsible for the requirements of CCP program for the student (ORC 3365.02).

Summary

On a regular basis, the website for the College Credit Plus program is updated with current information, guidance, and reference to legislation. Please visit www.ohiohighered.org/ccp regularly for updates to this Policy and Procedure document as well as other important information.

This Policy and Procedure document does not include everything from the Ohio Revised Code or the Ohio Administrative Code. The document is only a supplement to provide general guidance on the current information for College Credit Plus. Reference the date in the footer of this document to ensure that you have the most up-to-date copy. **Refer to the official ORC and OAC for complete and current details on legislation.**

Policy

Statutes and Rules

Current Information

While this College Credit Plus “handbook” was designed to provide general guidance and helpful resources, it is not the final authority on the program. Professionals working with College Credit Plus students and programs should review the statutes and rules of College Credit Plus in Ohio Revised Code (ORC) and Ohio Administrative Code (OAC). Changes to the ORC and OAC occur occasionally and may not be reflected after this document has been created and printed.

The Ohio Revised Code, as defined by the Ohio Legislature, “is organized into 31 general titles broken into chapters dealing with individual topics of law. The chapters are divided into sections, which contain the text of individual statutes. The laws are collected and published in the Ohio Revised Code (ORC or RC)” (Ohio Legislature, 2017).

The Ohio Administrative Code are “the rules adopted by the agencies of the state of Ohio. State agencies adopt rules to carry out the policies and intent of laws passed by the General Assembly. The rules are collected and published in the Ohio Administrative Code (OAC or AC)” (Ohio Legislature, 2017).

The website to view the ORC or the OAC is www.codes.ohio.gov. The Lawriter LLC site is a public website in which you can search for law or rules.

College Credit Plus is referenced in multiple chapters of the ORC and OAC; however, most references are within ORC Chapter 3365 and OAC Rules 3333-1-65 through 3333-1-65.11. Within this document, references to the specific ORC or OAC language are provided as summaries. Refer to the official ORC and OAC documentation for all details.

2017 Legislative Changes

In January 2017, Governor Kasich introduced the Executive Budget to the 132nd General Assembly. As required by state law, the Ohio House of Representatives first reviewed and received testimony on the bill, named House Bill 49 (or HB 49). The associated dates with the votes by the General Assembly and final signature by the Governor include:

- May 2, 2017, the Ohio House of Representatives passed HB 49 with amendments and modifications to the “As Introduced” Executive Budget.
- June 23, 2017, the Ohio Senate passed HB 49 with amendments and modifications.
- June 27, 2017, the Conference Committee approved their version of HB 49.
- June 28, 2017, the Ohio General Assembly approved Amended Substitute HB 49.
- June 30, 2017, Governor John Kasich signed Amended Substitute HB 49 with 47 vetoes including one for CCP. (Note: the House of Representatives voted to override several vetoes; however, the veto associated with College Credit Plus was not included as part of the overrides.)

Changes to College Credit Plus are summarized in the “New Provisions for College Credit Plus” document. As appropriate, changes will be mentioned within this document.

Procedures

Public and nonpublic school districts are responsible for informing students and families about the College Credit Plus program. All public districts must participate in the program and are subject to the requirements of College Credit Plus statute and rules. Nonpublic school districts may choose to participate either by actively engaging with college or university partners or when students enrolled in the nonpublic school choose to participate (Ohio Revised Code 3365.02).

Requirements of the Secondary Schools

(Ohio Revised Code 3365.04 and Ohio Administrative Code 3333-1-65.1)

(Note: The following information includes a combination of paraphrased and direct language from the OAC and ORC in order to provide a more simplified version of the requirements. Always refer to OAC and ORC for exact language as needed.)

Annual Notice

(1) Provide notice of program to students and parents by **February 1** via the school's website, written communications including those generally distributed to students, course booklet, student assembly, or information night. The information must include:

(i) Costs:

- (a) Notice of College Credit Plus opportunities that have no cost to students, including the free option to attend public institutions of higher education;
- (b) Clear references to the potential cost of participation with a nonpublic institution of higher education;
- (c) The prohibition of charging economically disadvantaged students who choose to attend a nonpublic institution of higher education;
- (d) Nonpublic secondary schools must include an explanation that funding and participation may be limited for its students.

*Note: Nonpublic secondary school students must apply for funding annually. For the 2018-2019 funding cycle, the deadline is **April 13, 2018**.*

(ii) Criteria for student participation, including, but not limited to, the following:

(a) The requirement for a counseling session prior to participation (which may be included as part of the Information Session).

(b) A notice that states:

"Students must submit a written notice¹ of their intent to participate in the upcoming academic year, by April first, in accordance with section 3365.03 of the Revised Code, but may submit the written notice of intent to participate as early as February fifteenth. Students desiring to participate in college credit plus in the summer are strongly encouraged to submit letters of intent and begin the admissions process starting in February and prior to the April first notice of intent deadline in order to improve chances of meeting summer registration timelines."

¹*Note: This written notice is the Intent to Participate form. For nonpublic students, the written notice must be provided to the Ohio Department of Education as part of the funding application.*

(iii) Student participation options:

(a) A statement that secondary schools cannot limit a student's participation in the college credit plus program to only the courses offered in that school and that students may also participate on-line or at any other participating institution of higher education, or any combination thereof.

(b) A statement that participating students may be concurrently enrolled in multiple postsecondary institutions and may take postsecondary courses from more than one institution of higher education, concurrently.

(c) List of courses offered at the secondary school through an agreement with an institution of higher education.

(d) A statement that students should review the course catalog of an institution of higher education for a full listing of course offerings by the institution.

(e) Specific information regarding a student's option to participate in the college credit plus program, at the high school-if applicable-, online, or at an institution of higher education, shall be made part of all communications developed by the secondary school to promote the college credit plus program.

(f) Specific information pertaining to the student's opportunity to participate during the summer term and for any student participating in a summer term that transfers to a new secondary school, the responsibility of the student to notify the institution of higher education and the student's prior and new secondary school of such transfer.

(g) Information communicated regarding a student's option to participate in accordance with (i) and (ii)² above, shall also include notice to the student of all deadlines pertinent to the student's participation; including all deadlines associated with summer term participation.

²*Note: (i) and (ii) refer to "costs" and "criteria for student participation" as noted above.*

(iv) The designated point of contact at the secondary school for its CCP program who can answer questions of students and parents and the community regarding the program's operation and who will act as a liaison to the state of Ohio to monitor future changes or amendments to the program.

Information Session

(2) Annual informational session scheduled between **October 1 and February 15**.

Each school must host an informational session for parents and students interested in the program. This is a required activity for the school, but attendance by parents and students is not required.

Multiple high schools within a district and multiple districts may participate together in a combined event, as long as in each instance parents and students have an opportunity to interact with a representative of

and receive information from each participating postsecondary and their secondary school, so they will understand their College Credit Plus opportunities.

A secondary school may incorporate the counseling session into the annual informational session provided the secondary school makes alternate dates available for those unable to attend the annual informational session.

Counseling Session

(Ohio Revised Code 3365.04)

Each public and participating nonpublic secondary school shall do all of the following with respect to the college credit plus program:

(B) Provide counseling services to students in grades six through eleven and to their parents before the students participate in the program to ensure that students and parents are fully aware of the possible consequences and benefits of participation. Counseling information shall include:

- (1) Program eligibility;
- (2) The process for granting academic credits;
- (3) Any necessary financial arrangements for tuition, textbooks, and fees;
- (4) Criteria for any transportation aid;
- (5) Available support services;
- (6) Scheduling;
- (7) Communicating the possible consequences and benefits of participation, including all of the following:
 - (a) The consequences of failing or not completing a course under the program, including the effect on the student's ability to complete the secondary school's graduation requirements;
 - (b) The effect of the grade attained in a course under the program being included in the student's grade point average, as applicable;
 - (c) The benefits to the student for successfully completing a course under the program, including the ability to reduce the overall costs of, and the amount of time required for, a college education.
- (8) The academic and social responsibilities of students and parents under the program;
- (9) Information about and encouragement to use the counseling services of the college in which the student intends to enroll;
- (10) The standard packet of information for the program developed by the Chancellor of the Ohio Department of Higher Education (See "Introductory PowerPoint" file and document.)

For a **participating nonpublic secondary school**, counseling information shall also include an explanation that funding may be limited and that not all students who wish to participate may be able to do so.

The student and the student's parent shall sign a form, provided by the school, stating that they have received the counseling required and that they understand the responsibilities they must assume in the program (ORC 3365.03).

Additional Requirements

- Promote the program on the school's web site, including the details of the school's current agreements with partnering colleges;
- Implement a policy for the awarding of grades and the calculation of class standing for courses taken under CCP. The policy shall be equivalent to the school's policy for courses taken under the advanced standing programs or for other courses designated as honors courses by the school. If the policy includes awarding a weighted grade or enhancing a student's class standing for these courses, the policy shall also provide for these procedures to be applied to courses taken under the CCP program.
- Develop model course pathways and publish the course pathways among the school's official list of course offerings for the program (ORC 3365.13).
- Annually collect, report, and track specified data related to the program according to data reporting guidelines adopted by the chancellor and the superintendent of public instruction (ORC 3365.15).

Notification of Student Registration

Students can earn up to 30 credits per year, which includes high school only credits also. A maximum of 120 credits can be earned throughout the program. The 30 credits include summer semester, which is considered the beginning of the academic year (OAC 3333-1-65.11).

To determine the maximum number of credit hours for which a student can register, secondary schools must calculate credits by subtracting the high school only course credits (OAC 3333-1-65.2).

$$30 - (\text{number of high school only courses} \times 3) = \text{maximum number of credit hours per year}$$

Secondary schools must notify the student of the maximum number of credit hours prior to registration (OAC 3333-1-65.2).

Secondary schools must review all college enrollment information to determine if the student has registered for more than the 30 hours. Colleges and universities must provide a "pre-term notice" to the secondary schools that will indicate all courses for which a student from the secondary school has registered. This pre-term notice is due to the secondary schools 14 days prior to the start of the course (OAC 3333-1-65.2 & 3333-1-65.3).

Upon receipt of the pre-term notice (or notices if the student has enrolled at more than one institution), the secondary school must verify that each student has not gone over the maximum hours per year. If the student has exceeded the maximum, the school must notify the student of the issue. The student has the option to either change his/her schedule, drop a course, or self-pay for the course to be in compliance (OAC 3333-1-65.2).

- Note: If a course exceeds the limit, and the student opts to self-pay, the entire course is self-pay at the standard rate of tuition, fees, and textbooks.

End of Course Examinations

College Credit Plus courses or approved AP/IB tests, in the subject area, will satisfy the End-of-Course graduation requirement of American history, American government, physical science (class of 2018 only) and biology; and the college course grade earned under College Credit Plus or AP/IB test score may earn graduation points in place of the end-of-course tests.

The following table from the Ohio Department of Education website is to be used to convert College Credit Plus grades to graduation points for valid courses. This applies only to American history, American government and science. There are no permitted substitutions for English language arts and mathematics.

COLLEGE CREDIT PLUS COURSE GRADE (SOCIAL STUDIES AND SCIENCE SUBSTITUTE COURSES)	OHIO GRADUATION POINTS
A or B	5
C	4
D	3
Not applicable	2
Not applicable	1
F – Fail or drop the course	0

It is important to note, while students can earn graduation points for CCP coursework and AP/IB test scores in biology, all schools must administer the biology end-of-course tests to all students in order to satisfy federal testing requirements. CCP students may use their course grade and AP/IB students may use their test scores OR the biology end-of-course test score to earn graduation points, whichever is higher. A student completing a CCP course in American History or American Government will not need to sit for the end-of-course tests in the subject area and may earn graduation points based on the letter grade in the course.

There are no CCP/AP/IB substitutions for mathematics or English language arts exams. Students may use math and English language arts CCP/AP/IB courses to satisfy the curriculum requirements but schools must administer the EOC tests to students to earn graduation points.

(ORC 3365.12 and OAC 3333-1-65.2)

Review “High School Graduation Course Substitution Crosswalk” document for more information.

Credit Conversion

Secondary schools shall use the following conversion for a postsecondary course completed by a student participant under CCP to determine the amount of high school credit earned through participation in the program:

- (a) A college credit plus course transcribing three or more semester credit hours shall count as one full high school unit.
- (b) A college credit plus course transcribing less than three semester hours shall count as the proportional fraction of a high school unit (OAC 3333-1-65.2).

Underperforming Students

When students fail a class, the student will receive an “F” on both the high school and college transcripts. The course grade of “F” will be computed into the high school and college grade point average (GPA). The secondary school district will still be responsible for payment of the course but has the option of seeking reimbursement for the amount of state funds paid to the college on behalf of the student for that class (unless the student is considered economically disadvantaged). The school district may withhold grades and credits received for high school course taken until reimbursement has been made (ORC 3365.09).

Refer to the “Impact” document for scenarios of students related to withdrawal or failure of courses.

Students may not be prohibited from participating in the College Credit Plus program as long as the student meets all eligibility requirements for the program (ORC 3365.03). Students can continue to participate regardless of underperforming in previous classes. *(Note: Amended Substitute House Bill 49 requires the Chancellor of Higher Education and the Superintendent of Public Instruction to adopt rules related to “underperforming students.” The effective date of the rules will be determined.)*

A public high school can adopt a policy to deny high school credit for courses taken under CCP when a student is expelled from the high school. Colleges can determine if they will withdraw its acceptance of the expelled student. Refer to ORC 3365.032 for details including notices, payments and refunds.

Awarding Credit

College Credit Plus courses are college courses; therefore, the final grade earned by the student in the course is the grade that will be recorded on the college transcript and the high school transcript. The grade must be the same regardless of whether the college and the secondary school grading scales match. The college grade is the final grade.

High school credit awarded for courses successfully completed under CCP shall count toward the graduation requirements and subject area requirements of the public secondary school or participating nonpublic secondary school. If a course comparable to one a participant completed at a college is offered by the school, the governing entity or governing body shall award comparable credit for the course completed at the college. If no comparable course is offered by the school, the governing entity or governing body shall grant an appropriate number of elective credits to the participant.

If there is a dispute between a participant's school and a participant regarding high school credits granted for a course, the participant may appeal the decision to the Ohio Department of Education (Amended Substitute House Bill 49). The decision regarding any high school credits granted under this section is final.

Evidence of successful completion of each course and the high school credits awarded by the school shall be included in the student's record. The record shall indicate that the credits were earned as a participant under this chapter and shall include the name of the college at which the credits were earned (ORC 3365.12).

Nonpassing Grades or Withdrawals

Students earn letter grades for the CCP courses (e.g., A, B, C, D, and F). For students who do not pass a CCP course or withdraw from the course after the college's required date, the grade will appear on both the college and high school transcripts (i.e., F or W). The course grade of "F" will be computed into the high school and college grade point average (GPA).

The secondary school district will still be responsible for payment of the course but has the option of seeking reimbursement for the amount of state funds paid to the college on behalf of the student for that class (unless the student is considered economically disadvantaged). The school district may withhold grades and credits received for high school course taken until reimbursement has been made (ORC 3365.09).

Refer to the "Impact" document for scenarios of students related to withdrawal or failure of courses.

Weighting of Grades

Public and participating nonpublic secondary schools must implement a policy for awarding of grades and the calculation of class standing for courses. The policy adopted shall be equivalent to the school's policy for courses taken under the advanced standing programs of AP or IB or other honors courses by the school. If the policy includes awarding a weighted grade or enhancing a student's class standing for these courses, the policy shall also provide for these procedures to be applied to courses taken under the CCP program (ORC 3365.04).

To clarify when a course **MUST** be weighted (required by law) or when a course **MAY** be weighted (local policy decision), please review the following chart:

1	If the district has a ... Weighted Honors, AP, or IB course in a Subject Area (e.g., English, Social Sciences, Math, Foreign Language, etc.)	Then the district must ... Weight a CCP course in that Subject Area
2	If a district DOES NOT have a ... Weighted Honors, AP, or IB course in a Subject Area	Then the district cannot ... Weight CCP courses in that Subject Area
3	If a district has NO ... Honors, AP, or IB course in a Subject Area	Then the district may ... Weight CCP higher than non-advanced standing courses in that Subject Area

Refer to the “High School Graduation Course Substitution Crosswalk” document to review the courses that can serve as substitutions within a subject area (e.g., college-level composition and communication courses can substitute for English requirements, so these are in the same subject area).

Economically Disadvantaged Identification

No student considered to be economically disadvantaged shall be charged for anything related to CCP participation. All secondary schools must develop a process to identify students who are economically disadvantaged according to the following information (OAC 3333-1-65.2)

- (a) A student shall be considered economically disadvantaged for the purpose of CCP participation if the student is either of the following:
- (i) A member of a household that meets the income eligibility guidelines for free or reduced-price meals, less than or equal to one hundred eighty-five per cent of federal poverty guidelines under the provisions of the National School Lunch Act, 42 U.S.C. 1758, effective date January 7, 2011;
 - (ii) A member of a household that participates in at least one of the following programs:
 - (a) Medicaid;
 - (b) Food stamps;
 - (c) Supplementary security income (SSI);
 - (d) Federal public housing assistance or Section 8 (a federal housing assistance program administered by the department of housing and urban development);
 - (e) Low income home energy assistance program.
- (b) A student whose siblings attend a school that has established that the student's family income is at or below the criteria described in this rule, shall be considered economically disadvantaged for purposes of this chapter without the student's secondary school or district collecting its own data on that family.
- (c) A school district's or building's designation of community eligibility options shall not be considered in determining if a student is economically disadvantaged for purposes of this rule (OAC 3333-1-65.6).

Tuition and Textbooks

Tuition

1. Public secondary schools are responsible for the CCP participants' tuition (ORC 3365.07 and OAC 3333-1-65-.6).
2. Nonpublic secondary schools are not responsible for CCP participants' tuition. Instead, nonpublic school students must apply for funding annually through the state of Ohio (ORC 3365.07, OAC 3333-1-65.8).
3. CCP Tuition is calculated based on the Foundation funding a public school district receives per pupil. The calculation identifies the “default ceiling amount” or the maximum a college or university will receive per credit hour (unless the college or university's standard rate of tuition is less than the default ceiling amount, then the IHE will receive the standard rate). The ceiling amount is for courses a student takes at the college campus or online. The “default floor amount” is the minimum a college or university will receive per credit hour. This is the amount charged for courses a student takes at the high school with a credentialed high school teacher (ORC 3365.01, 3365.07, OAC 3333-1-65.6).

4. Secondary schools and partnering colleges/universities can negotiate alternate rates between the floor and ceiling. These negotiated rates agreements must be executed and made available by **February 1** annually (OAC 3333-1-65.6). Secondary schools may not limit student participation to colleges or universities with which an alternative payment structure has been negotiated (OAC 3333-1-65.1, 3333-1-65.6).
5. Partnering colleges/universities may seek approval from the Chancellor of the Department of Higher Education to enter into an alternative funding agreement with a secondary school that establishes the per credit hour payment below the “floor.” The deadline for the request is February 1 annually. Based on changes in House Bill 49, the language for this has been changed and permits the Chancellor, not requires, to approve the agreement (ORC 3365.07 and OAC 3333-1-65.6).
6. Secondary schools are charged CCP tuition for any enrollment of a student who has not withdrawn from the course before the college’s established withdrawal date (**ORC 3365.07**).
7. If a secondary school student takes a summer course and attends a different secondary school than the student attended the previous spring, the student becomes subject to the default funding structure, or the alternative funding structure established between the secondary school the student is attending in the fall)OAC 3333-1-65.6)
8. Tuition payments are made for students who are enrolled in a joint vocational school district (JVSD) or career-technical center. A portion of the amount shall be deducted from the payments to the JVSD and a portion shall be deducted from the payments to the participant’s public school district in accordance with the full-time equivalency of the student’s enrollment in each district. This is also reported in EMIS – the entity that applies the CCP course credit toward the student’s high school graduation requirements or career technical education program of study shall report the student’s enrollment in the CCP course (ORC 3365.07 OAC 3333-1-65.9).
9. Tuition payments are calculated based on enrollment reports made by the secondary school within the EMIS system and the institution of higher education within the CCP Data Portal. The Ohio Department of Education deducts the Foundation payments from the secondary school and allocates the funds to the institution of higher education electronically (OAC 3333-1-65.9).
10. Secondary schools should be aware and should notify students that private colleges or universities have the option to charge students directly a fee per credit hour to participate (ORC 3365.07).
11. Public secondary schools may seek reimbursement from the participant or the participant’s parent for the amount of state funds paid to the college on behalf of the participant for that college course. The school may withhold grades and credits received by the participant for high school courses taken by the participant until the participant or the participant’s parent provides reimbursement. Nonpublic secondary schools may seek reimbursement from the participant or the participant’s parent for the amount of state funds paid to the college on behalf of the participant for enrollment in that college course. Upon the collection of any funds, the nonpublic school shall send an amount equal to the funds collected to the Superintendent of Public Instruction (ORC 3365.09).

Textbooks

1. Public and nonpublic secondary schools are responsible for the CCP participants’ textbooks (ORC 3365.07).
2. Textbooks include paper and electronic and other purchased coursework materials (OAC 3333-1-65).

3. CCP classrooms at the partnering secondary schools must consist of students who all follow the same college course syllabus, use the same textbook and materials, aspire to achieve the same learning outcomes and are assessed using the same methods as the college course delivered on the college campus (OAC 3333-1-65.2).
4. In some cases, colleges have created a voucher system for students to use to assure accuracy in the subsequent high school billing. Other colleges have made arrangements with high schools or districts to purchase an inventory of certain books at the high school for students to borrow during the course term.
5. Since all supplemental supplies required by the course syllabus are provided by the college, some campus bookstores also have a way of tracking those purchases.
6. Colleges and high schools/districts likely will have communicated and planned on behalf of their shared students.
7. Colleges should communicate to CCP students if there is a particular purchase system in place with the student's high school or district; or if notification of the student's participation in College Credit Plus needs to be provided to the campus bookstore.
8. High schools often rely on the college to provide the student the book from the campus bookstore, and then invoice the high school/district once the academic term begins.
12. Secondary schools and colleges/universities may enter into an agreement for an alternative payment structure related to tuition, textbooks, and fees by February 1 annually. (ORC 3365.07 and OAC 3333-1-65.6). Secondary schools may not limit student participation to colleges or universities with which an alternative payment structure has been negotiated (OAC 3333-1-65.1, 3333-1-65.6).
13. Secondary schools may require students to return the books to the school in order to re-use for future students.

Requirements of the Institutions of Higher Education (Ohio Revised Code 3365.05 and Ohio Administrative Code 3333-1-65.1, 3333-1-65.3, 3333-1-65.4, 3333-1-65.5, 3333-1-65.7)

Promotion of the Program

(1) Provide a notice of the institution's participation in the program and criteria for student participation in the program shall be posted on the institution's website and in all general material and other media the institution uses to advertise participation in postsecondary opportunities to secondary school students. The posting must include the following:

- (a) The courses offered at secondary schools;
- (b) A link to where students can get information regarding academic program requirements;
- (c) The criteria for student admission; and
- (d) The timeline for student application submission.
- (e) The timeline for course registration for summer, fall and spring terms.

(2) A partnering college shall coordinate with each partnering secondary school within thirty miles of the institution or the nearest partnering school if there are no partnering schools within thirty miles to present an informational session for interested students and parents. The institution of higher education shall provide a staff representative who is able to answer questions regarding admission standards and procedures as well as program and degree requirements.

(3) Out of state institutions of higher education are exempt from the notice and informational session requirements of this rule. (OAC 3333-1-65.1, ORC 3365.05)

Eligibility & Admission Requirements

Student Eligibility

Students be Ohio residents to participate in the program (ORC 3365.02) and must apply for acceptance at the college or university of choice. All students seeking to participate in CCP must be academically assessed to determine eligibility by a college or university. Readiness is determined based on the review of an assessment exam such as ACT, SAT, or Accuplacer. The Uniform Statewide Remediation-Free Standards document, approved by college and university presidents, provides the minimum threshold of scores to determine student readiness. For academic year 2017-2018, colleges and universities can use additional measures to determine readiness such as high school GPA, letter of recommendation, end of course exams, writing assessment, review of previous college work, etc. (OAC 3333-1-65.3 and 3365.05).

Beginning with **academic year 2018-2019**, eligibility will be determined based on the assessment exam results. If a prospective CCP the student places into college-level at least one subject area of the exam, then the student is eligible to participate. If the student scores below college-level but scores within one Standard Error of Measurement (SEM), the student is considered eligible for CCP if the student also meets one of these criteria: 1) Has a 3.0 cumulative GPA or 2) Receives a recommendation from school counselor, principal, or career-technical advisor (Amended Substitute House Bill 49).

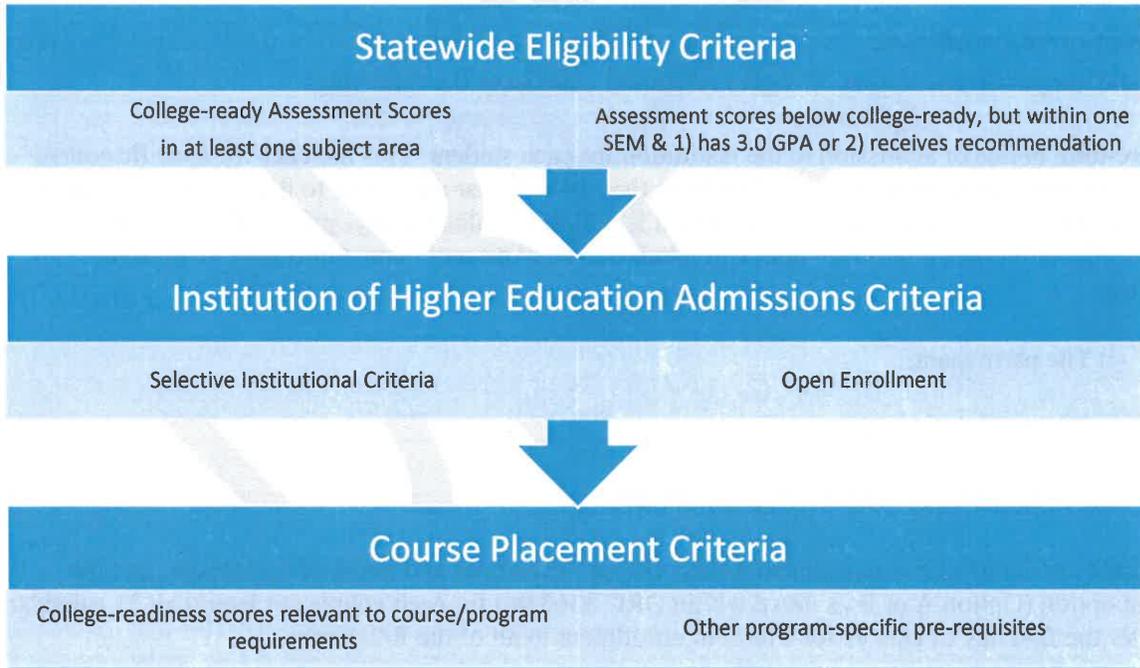
Institutional Admission

Once eligibility is established, colleges and university must apply its admission criteria for participation in the program and cannot set the standard higher than the criteria established for other students attending the institution and may not require different standards among students based on secondary grade level or student age (OAC 3333-1-65.3 and ORC 3365.05).

When applying for funding, nonpublic school students and homeschooled students will need a letter of acceptance from a college or university to upload to the funding application system. A Homeschooled student must also upload a letter from the resident district superintendent excusing the student from compulsory education.

Course Placement

The IHE’s policies and applicable state law govern course placement decisions.



Students who have been admitted into College Credit Plus are not required to have priority over other students regarding enrollment into college courses. However, once enrolled in a course, the CCP student cannot be removed from the course unless the student voluntarily drops or fails to meet student conduct rules (OAC 3333-1-65.3).

State Residency

Students be Ohio residents to participate in the program (ORC 3365.02). For public school students, the student must be enrolled in a high school in Ohio so that the public school provides the funding from their “foundation” funds. Any student interested in enrolling in a public college or university must be considered a resident of Ohio as defined in state law. The college or university will verify that information with the student and family.

The funding associated with College Credit Plus is a combination of secondary school foundation funds (for public school students) and funds allocated from the Ohio budget (for nonpublic and home school students) and college/university state share of instruction (SSI). The CCP legislation addresses the state share of instruction (SSI), foundation, and state allocated funds in Ohio Revised Code 3365.07. Public colleges only receive SSI for Ohio resident students that meet law and administrative requirements as set forth in ORC 3333.31 and OAC 3333-1-10.

The CCP legislation does not exempt a student from the Ohio student residency requirements in Ohio Administrative Code 3333-1-10. Therefore, colleges/universities must verify Ohio residency for each CCP participant (as they do for all college students). If the student is not an Ohio resident based on “Rule 10,” then the student cannot participate as a CCP student. He/she can enroll but it would be outside of the CCP program. The colleges/universities have the responsibility to inform the student in advance of the need to either drop the course before the census date or to pay for the course on his/her own.

Confirmation of Enrollment

Public and nonpublic institutions of higher education must issue the following:

(a) A pre-term notice of admission to the institution for each student. This includes the specific course registrations and credit hours, to be sent not later than 14 calendar days prior to the first day of classes for the term of enrollment if the student's enrollment is within 14 calendar days prior to the first day of classes of the term, then a pre-term notice of admission shall be sent upon enrollment to all of the following:

- (i) The participant;
- (ii) The participant's parent;
- (iii) The secondary school of the participant;

(b) A confirmation of course enrollment notice, listing the courses and hours of enrollment, and the payment option (Option A or B as noted within ORC 3365.06) for each course not later than 21 calendar days after the first day of classes for a term of enrollment to all of the following:

- (i) The participant;
- (ii) The secondary school of the participant;

(c) Information on how a student may participate in the postsecondary institution's course evaluation process upon completion of the college credit plus course. (ORC 3365.05, OAC 3333-1-65.3)

Academic Support Services

Each participating institution of higher education shall provide the following academic support services for the college credit plus program:

(a) Assign an academic advisor who is employed by the institution to each student enrolled in that institution under the college credit plus program and ensure the following occur:

(i) Prior to the first day of the term of enrollment at the institution, provide to each participating student the name and contact information of the academic advisor assigned to the student, along with the advisor's office hours and meeting scheduling process.

(ii) Have a mandatory meeting between the assigned academic advisor and each student enrolled under the college credit plus program, which shall occur prior to the date on which a withdrawal from a course would negatively affect a participant's grade point average. The mandatory meeting, shall include, but not be limited to, information regarding the following:

- (a) Academic resources available to assist students;
- (b) Availability of the college advisor to assist students after the meeting;
- (c) Process for engaging faculty and other campus resources for academic assistance;
- (d) Postsecondary institution's student handbook and codes of conduct;
- (e) Academic impact of dropping a course after the prescribed no-fault withdrawal date.

(b) Prior to the first day of the term of enrollment at the institution, each institution of higher education enrolling a student under the college credit plus program shall provide to each school counselor or other identified school staff designated to provide counseling services to students of the secondary school the following information:

- (i) A roster of participants from that school who are enrolled in the institution and a list of course enrollment for each participant;
- (ii) The date signifying when withdrawal from a course would negatively affect a participant's grade. (OAC 3333-1-65.3)

Course Delivery

In addition to the traditional on-campus instruction offered by an institution of higher education for college level courses, under the CCP program, an institution may do all of the following:

(A) Provide instruction in college level courses in the secondary school with a secondary teacher if the following are met:

- (1) The teacher meets the qualification requirements to be the instructor that are identified in the guidelines established by the Chancellor of the Ohio Department of Higher Education;

(2) The CCP course offered in the secondary school shall follow the same course syllabus and learning outcomes, use the same textbook and materials and assessments as the college course delivered on the campus;

(3) The institution of higher education provides all secondary teachers who are teaching at least one college credit plus course with at least one three-hour professional development session per academic year.

The institution of higher education may determine the format and delivery mechanism for each professional development session it provides. If the participating institution provides secondary teachers with professional development using technology, then there must be a manner in place to track secondary teachers' participation and elicit teachers' feedback, and for the institution to respond to teachers' questions.

(4) The institution conducts at least one full-period classroom observation of each college credit plus course taught by each secondary teacher during the 2015-2016 school year or during the first academic year the secondary teacher instructs the college course, and then alternating academic years thereafter. The institution may determine its own classroom observation format and whether the observation is on-site at the location of the classroom, partially on-site or uses technology provided the following are met:

(a) The chief academic officer of the institution approves the classroom observation content expert and format;

(b) The higher education observer provides the secondary instructor with any feedback supporting the quality of the college-level course;

(c) The secondary school building administrator is notified at least twenty-four hours in advance of when each observation is expected to occur;

(d) If multiple sections of the same course are taught by the same instructor in the same or different secondary buildings, then only one observation is required. If multiple sections of the same course are taught by different instructors in the same or different secondary buildings, then each instructor must be observed in accordance with this rule.

(B) Provide online instruction in college level courses if all of the following are met:

(1) The faculty member, who is instructing the course, meets the qualification requirements of the chancellor;

(2) Each individual identified as the faculty member for an online course offered by an institution under the CCP program, shall do the following activities for the online course:

(a) Utilize course content and materials developed by higher education faculty;

(b) Provide course instruction;

(c) Develop course assessments;

(d) Develop course grading criteria;

(e) Assign the students' final grades.

(3) The faculty member instructing the course must be accessible to students and establish a mechanism for students to pose questions and interact with the faculty member in regards to course content and materials.

(4) The faculty member instructing the course may delegate tasks associated with the facilitation of the online course to an individual who has been approved by the chief academic officer in accordance with the postsecondary institution's policies, except that the activities listed in paragraph (B)(2) of this rule may not be delegated by the faculty member.

If tasks associated with facilitation of the online course are delegated to another individual, then the faculty member and the individual approved to provide facilitation shall interact regularly with regard to the manner and approach for implementing the facilitated activities.

Under no circumstances may facilitation be construed as responsibility for the course; the faculty member maintains responsibility for course instruction and student learning.

(5) Each CCP course offered online must be included in the college's course catalog. (OAC 3333-1-65.4)

Funding Overview

Colleges and universities are responsible for waiving all fees associated with CCP program participation and course enrollment. Fees include, but are not limited to, costs or fees charged for CCP application, activities required by the postsecondary institution that may enhance a student's likelihood of academic success, course-related or laboratory fees (OAC 3333-1-65).

Beginning with the 2018-2019 school year, Amended Substitute House Bill 49 requires the college or university to which a student applies to participate in the CCP program to pay for one assessment to determine the student's eligibility. Any additional assessments used to determine the student's eligibility are the financial responsibility of the student.

The payment source of the funding is dependent on choice made by the student for payment and credit options:

Option A:

- Self-Pay: Students can elect to receive only college credit and will be responsible for tuition and books.
- Unless an approved Tuition Waiver request is on file with the Ohio Department of Higher Education, student pays standard tuition rate.

Option B:

- State-Pay: Students receives both high school and college credit.
- Public school students will be funded through funds from the public school and nonpublic students will be funded from allocations from the Ohio budget. (ORC 3365.06)

Nonpublic School Student Funding

Students enrolled in nonpublic (private) schools must apply for CCP funding annually. The student must follow the instructions on the Ohio Department of Education website to ensure the funding application is complete and submitted.

By April 1, students must submit the Nonpublic Student Intent to Participate form to CCPIntentLetter@education.ohio.gov.

Beginning February 15 and no later than April 13, 2018 (the date changes annually), nonpublic school families must:

- Create a SAFE account
- Create a funding application within the SAFE system
- Upload the college acceptance letter
- Answer several questions related to the student's CCP plans for enrollment
- Click on "Submit" for the funding application no later than **April 13, 2018**.

By mid-May (annually), students will be awarded "units" based on the student grade level. Each unit is "no more than four credit hours." Applications are processed until all funds have been allocated. The funding award letter is accessible in the student SAFE account. Nonpublic school counselors also have access to their students' letters. Students must provide the letters to the college or university when enrolling in courses. The letter provides a Unique Identification Number (UIN) and the number of credit hours the student has been awarded (ORC 3365.03, OAC 3333-1-65-8).

If a student enrolls in a course that exceeds the number of credit hours awarded, the student/family is responsible for the standard rate tuition for that entire course's credit hours.

Default Tuition Rates

Annually, the default rates are calculated based on the Foundation funding for secondary schools. For the 2018-2019 academic year (beginning with summer term), the default rates are:

Semesters

- Ceiling (online and on-campus courses): \$166.28
- Mid-level (college faculty travel to high school): \$83.14
- Floor (approved credentialed high school teacher teaching at the high school): \$41.57

Quarters

- Ceiling (online and on-campus courses): \$110.85
- Mid-level (college faculty travel to high school): \$55.43

- Floor (approved credentialed high school teacher teaching at the high school): \$27.71

(ORC 3365.01, 3365.07)

Private colleges may charge students a fee per credit hour to participate if they have determined that the costs for CCP students exceed the reimbursement amount paid by the state of Ohio. The amounts for 2018-2019 are as follows:

- For students who enroll in courses on the college campus or online, the maximum amount is \$158.76 per credit hour. (Note: This maximum amount is calculated annually based on the Foundation amount for public schools.)
- For students who enroll in courses delivered at the high school taught by college faculty, the amount is \$125 per credit hour.
- For student who enroll in courses delivered at the high school and taught by an approved credentialed high school teacher, the amount is \$100. (ORC 3365.07)

Alternate Funding Agreements

Institutions of higher education and their partnering secondary schools may enter into an agreement to establish an alternative payment structure for tuition, textbooks, and fees. Under the agreement, payments for each participant shall not be less than the default floor amount, unless approved by the Chancellor, and not more than the default ceiling amount. The agreements must:

- Be executed and made available by February 1 (annually)
- Comply with applicable laws and rules
- Not exceed one academic year
- Indicate that the admission process at an institution of higher education, as well as the decision to admit students for purposes of participating in CCP, are not contingent on the completion of an alternative funding payment structure agreement
- Include a provision that the agreement cannot be used by either party to limit participation of a student in enrolling in courses not part of the agreement
- Indicate that the per-credit hour rate, including one set below the floor, for each course delivery option identified under the agreement, is applied as a uniform rate to all students subject to the agreement, including summer term
- Include an attached letter indicating the institution's board of trustees' or equivalent governing authority authorized the terms of the alternative payment structure agreement
- Include all costs associated with the program, including but not limited to, textbooks and associated course fees and must not exceed student cost caps

(ORC 3365.07, OAC 3333-1-65-6)

Below the Floor Requests

For institutions of higher education to offer a tuition rate below the established default floor amount, the institution must submit a request for Alternative Funding Below the Floor to the Chancellor of the Higher Education. For Academic Year 2017-2018, the requests were due on February 1, 2017, and the

Chancellor approved the requests based on the assurance that the agreements comply with all other requirements of CCP to ensure program quality (ORC 3365.07).

For Academic Year 2018-2019, House Bill 49 changes the language of the approval. The provision permits, rather than requires, the Chancellor to approve waivers for agreements below the floor.

If an alternative funding agreement is not mutually executed by February 1 (annually), then the default tuition amounts will be used for reimbursement (ORC 3365.07).

DRAFT

Reporting

Public secondary school districts report enrollment through the Enrollment Management Information System (EMIS).

Institutions of higher education report through the CCP Data Portal and, for public IHE, the Higher Education Information system (HEI). These include the following:

Required File Submission by Postsecondary sector:

File	Brief Description and Purpose	Public	Private	Due Date
Student Data File	Student level course enrollment, credit hours, and method of deliveries. Used mainly for the payment/reimbursement system.	Required after day 14 of each term (or census day)	Required after day 14 of each term (or census day)	2 weeks after census day each term
Alternate Funding File	Captures the cost per-credit hour amount when there is an agreement signed with a district. Used for the payment/reimbursement system.	Only required if there are alternate funding agreements with districts	Only required if there are alternate funding agreements with districts	2 weeks after census day each term
Course Outcomes File	Captures the course outcomes for each term. Uses the same six key fields from the Student Data File and course outcome.	NOT required. Collected through HEI file submission.	Required.	30 days after the end of each term
College Readiness Assessment File	Student college readiness assessment scores. Used for program evaluation.	Required	Required	30 days after the end of each academic year
Demographics File	Student demographic and socio-economic status information. Used for program evaluation.	NOT required. Collected through HEI file submission.	Required	30 days after the end of the academic year
Compliance Questions	Survey questions related to program compliance	Required	Required	30 days after the end of the academic year

These required reports are based on the following statute (ORC) or rule (OAC) as listed in Table 1:

Table 1. Data Reporting

Statute or Rule	Responsible Party	Language
ORC 3365.04(G):	Public and Nonpublic Secondary Schools	Annually collect, report, and track specified data related to the program according to data reporting guidelines adopted by the chancellor and the superintendent of public instruction pursuant to section 3365.15 of the Revised Code.
ORC 3365.05(H)	Public and Private Colleges	Annually collect, report, and track specified data related to the program according to data reporting guidelines adopted by the chancellor and the superintendent of public instruction pursuant to section 3365.14 of the Revised Code.

DRAFT

Statute or Rule	Responsible Party	Language
ORC 3365.15	The chancellor of higher education and the superintendent of public instruction jointly shall do all of the following:	<p>(A) Adopt data reporting guidelines specifying the types of data that public and participating nonpublic secondary schools and public and participating private colleges, including eligible out-of-state colleges participating in the program, must annually collect, report, and track under division (G) of section 3365.04 and division (H) of section 3365.05 of the Revised Code. The types of data shall include all of the following:</p> <p>(1) For each secondary school and college:</p> <p>(a) The number of participants disaggregated by grade level, socioeconomic status, race, gender, and disability;</p> <p>(b) The number of completed courses and credit hours, disaggregated by the college in which participants were enrolled;</p> <p>(c) The number of courses in which participants enrolled, disaggregated by subject area and level of difficulty.</p> <p>(2) For each secondary school, the number of students who were denied participation in the program under division (A)(1)(a) or (C) of section 3365.03 or section 3365.031 or 3365.032 of the Revised Code. Each participating nonpublic secondary school shall also include the number of students who were denied participation due to the student not being awarded funding by the department of education pursuant to section 3365.071 of the Revised Code.</p> <p>(3) For each college:</p> <p>(a) The number of students who applied to enroll in the college under the program but were not granted admission;</p> <p>(b) The average number of completed courses per participant;</p> <p>(c) The average grade point average for participants in college courses under the program.</p> <p>The guidelines adopted under this division shall also include policies and procedures for the collection, reporting, and tracking of such data.</p> <p>(B) Annually compile the data required under division (A) of this section. Not later than the thirty-first day of December of each year, the data from the previous school year shall be posted in a prominent location on both the chancellor of higher education's and the department of education's web sites.</p> <p>(C) Submit a biennial report detailing the status of the college credit plus program, including an analysis of quality assurance measures related to the program, to the governor, the president of the senate, the speaker of the house of representatives, and the chairpersons of the education committees of the senate and house of representatives. The first report shall be submitted not later than December 31, 2017, and each subsequent report shall be submitted not later than the thirty-first day of December every two years thereafter.</p> <p>(NOTE: There are changes from House Bill 49 to be incorporated into this chapter.)</p>

Statute or Rule	Responsible Party	Language
OAC 3333-1-65.5	(A) Pursuant to section 3365.15 of the Revised Code, by July fifteenth of each year, each secondary school and institution of higher education with students enrolled under the college credit plus program shall submit the required data	<p>(1) The chancellor shall post the guidelines and any other pertinent information on the board of regents' website.</p> <p>(2) The superintendent shall post the guidelines and any other pertinent information on the department of education website.</p> <p>(3) If any institution of higher education or secondary school fails to submit required data, the chancellor and the superintendent may: withhold payment to, demand repayment from, suspend the ability to negotiate future alternative funding structure agreements or suspend the institution of higher education's eligibility to continue participating in the program.</p> <p>The chancellor or the superintendent, whichever is appropriate, shall do the following:</p> <p>(a) If the decision is to suspend an institution or secondary school's privileges under college credit plus, prior to such suspension, send written notice of noncompliance with a date not less than thirty days in which the institution or secondary school has to submit the data before the suspension goes into effect.</p> <p>(b) If the decision is to withhold payment, send written notice of noncompliance stating that funding is being withheld until the school submits the required data.</p> <p>(B) In addition to the required data submissions under paragraph A of this rule:</p> <p>(1) Institutions of higher education shall comply with ordinary procedures for data submissions otherwise required by law and for receipt of funding. The chancellor will make efforts to avoid duplication of submission of data where possible.</p> <p>(2) Secondary schools shall comply with ordinary procedures for data submissions otherwise required by law and for receipt of funding.</p>

Payment Process

The enrollment reporting triggers the payment process. Data are matched by connecting the student enrollment information based on the Statewide Student Identifier (SSID) or the Unique Identifier Number (UIN) entered by the IHE and the secondary schools. The process includes the following steps:

- IHE submits enrollment reports no later than two weeks after the 15th calendar day of the term (including summer) roster of requested information
- ODE matches the data from the EMIS submissions from the secondary schools with the IHE submissions and provides the data on the Ohio District Data Exchange (ODDEX) system. (There is a module within ODDEX used by all EMIS reporting entities as a means to verify CCP enrollment and credit hour rate.)
- The secondary school has 45 days to review the enrollment information in ODDEX to confirm or dispute the accuracy of the roster. Any disputes are “flagged” within the system. If school does not respond, the roster will be considered accurate.

- IHE reviews any flagged enrollments within the ODDEX system and has 10 calendar days to respond.
- If flagged enrollments are not resolved, the Chancellor and Superintendent will resolve the dispute.
- Summer is included with fall submissions for schools to review
- ODE will make payments to the IHE on all approved enrollments.

(OAC 3333-1-65.7)

Table 2 provides complete ORC and OAC language related to the Payment Process.

Table 2. Payment References

Statute or Law	Responsible Party	Language
3333-1-65.7	Public or Private College	<p>(1) The full name of the institution;</p> <p>(2) The full name of the school district in which the participating student is attending;</p> <p>(3) The term and year the college credit plus course is being delivered;</p> <p>(4) The roster date;</p> <p>(5) The SSID number for each public school student, and the UIN for each nonpublic and home school student, enrolled in that institution's college credit plus course as of the fifteenth day of the course;</p> <p>(6) The college credit plus course number as it appears in the postsecondary institution's published course catalogue;</p> <p>(7) The number of college credit hours conferred for the course, specifying semester or quarter hours;</p> <p>(8) The cost per credit hour to be paid for secondary students enrolled in the institution and participating in the identified college credit plus course, based on:</p> <p>(a) If the per credit hour rate is the default amount in accordance with division (B) of section 3365.01 of the Revised Code then disclose if;</p> <p>(i) The course is delivered on the college campus, at another location operated by the college, or online;</p> <p>(ii) The course is delivered at the secondary school and taught by postsecondary faculty member;</p> <p>(iii) The course is delivered at the secondary school and taught by a qualified adjunct instructor who may also be a secondary school teacher.</p> <p>(b) If the secondary and postsecondary parties agreed to an alternative per credit hour payment structure in accordance with division (A)(2) of section 3365.07 of the Revised Code, then disclose that agreed cost per credit hour.</p> <p>(B) The department of education shall promptly provide the college submission to the secondary school including summer enrollments in fall submissions.</p>

Statute or Law	Responsible Party	Language
3333-1-65.7	Public Secondary School	<p>(C) Not later than forty-five calendar days after the department of education received the college submission, the secondary school shall confirm the accuracy of the information provided by the institution under paragraphs (A)(1) to (A)(8) of this rule or dispute the submission to the department of education with accompanying documentation evidencing the district's or secondary school's position.</p> <p>(1) The department of education shall promptly provide disputed supporting documents to college.</p> <p>(2) The college shall respond within ten calendar days.</p> <p>(3) The chancellor of the board of regents and the superintendent of public instruction will resolve the matter if the parties cannot resolve the dispute.</p> <p>(D) If a secondary school does not confirm the accuracy of the information provided by the institution or does not dispute the information within the time allotted, then the information shall be considered accurate as provided by the institution.</p> <p>(E) Not later than the thirtieth day after the end of the term, the department of education shall make payments to colleges based on their submissions, except for items that are disputed.</p> <p>(F) Not later than two weeks after the start of a summer term course, an institution expecting payment on behalf of students enrolling in a course offered during summer term shall provide to the department of education the information required under paragraph (A) of this rule.</p>

CCP Portal

For higher education professionals, to access the CCP Data Portal, a “Campus User Authorization Form” must be completed by each individual requesting access. Once the form is received, ODHE personnel will set up an account. An email will be sent to the individual to set up a password.

The login page for the CCP Data Portal is:

https://ccp.ohiohighered.org/pg_LOGIN_DESKTOP?107941090871083

Instructions and file layout information is on this page:

https://www.ohiohighered.org/content/college_credit_plus_ccp_data_updated_include_course_outcomes_file_1262016

ODDEX

To access the Ohio District Data Exchange (ODDEX) system, an individual must set up a SAFE Account on the ODE webpage:

<https://safe.ode.state.oh.us/portal>

Once the individual has a SAFE account, the district’s or college’s Ohio Educational Data System (OEDS) Administrator must provide access for the individual to the “Commenter-CCP” role. Once the role has been assigned, the individual then visits the ODDEX site to set up an account. Follow the instructions to the “First-Time User Setup” page.

<https://www.ssd-t-ohio.org/oddex>

Additional information about the ODDEX system can be found within PowerPoints under “CCP Required Data Reporting Training/Webinar” on this webpage:

https://www.ohiohighered.org/content/college_credit_plus_ccp_data_updated_include_course_outcomes_file_1262016

Selective Service

Under the provisions of the Ohio Revised Code 3345.32, a male student born after December 31, 1959, who is at least 18 years of age and who is classified as an Ohio resident by the public college or university he is attending, is required to be registered with the Selective Service System. The male student is required to provide his Selective Service number to the public college or university within 30 days of his 18th birthday. If he does not submit his Selective Service number, the student will not be considered a College Credit Plus participant for that current semester or term and will be responsible for any tuition, textbooks, or fees associated with the classes for which he is enrolled.

Athletic Eligibility

Student athletes must remain eligible in accordance with the Ohio High School Athletic Association (OHSAA) bylaws. To be athletically eligible, students must be passing five, one-credit courses or the equivalent per grading period with the high school and college courses combined. Most College Credit Plus courses taken during a semester will equal one Carnegie unit, allowing students to earn more than the required five for athletic eligibility. Refer to the “Guidelines for Student Athletic Eligibility” document for more information.

Important Dates

Table 3 provides annual deadlines for College Credit Plus as identified in ORC 3365 and OAC 3333-1-65. Note that the *nonpublic and home school funding application* deadline may change depending on holidays and weekends.

Table 3. Deadlines for College Credit Plus

Dates	Details	Responsible Party
February 1	Annual Notice to students provided to students/families about the College Credit Plus program through multiple and easily accessible resources. (OAC 3333-65.1 and ORC 3365.04)	Secondary School ¹
February 1	<p>If college/university and secondary school negotiate an Alternative Payment Structure Agreement, the agreement must be executed by February 1 annually. (ORC 3365.07 and OAC 3333-1-65.6)</p> <p>If college/university seeks approval for alternative funding agreement with a secondary school that establishes a per credit hour payment below the floor, the Alternative Agreement-Below the Floor request must be submitted to the Ohio Department of Higher Education by February 1 annually. (ORC 3365.07 and OAC 3333-1-65.6)</p>	College/University and Partnering Secondary School
Between October 1 and February 15	Annual Information Session to allow each partnering college within 30 miles of the school to meet with interested students and parents. The session shall include the benefits and consequences of participation and outline any changes or additions to the requirements of the program. (ORC 3365.04 and OAC 3333-1-65.1)	Secondary School
Prior to participation in the program	<p>Counseling session to students in grades six through eleven and to their parents to ensure students and parents are fully aware of the possible consequences and benefits of participation (ORC 3365.04).</p> <p>Prior to registering for courses, secondary school shall notify the student of the total number of college credits a student participate may earn under CCP in an academic year (OAC 3333-1-65.2)</p>	Secondary School

Dates	Details	Responsible Party
Varying dates	Students apply for admission under the College Credit Plus program by the college deadline. The institution upon review of assessment and application materials will make eligibility and admission decisions.	Students apply directly to the college/university.
Between February 1 and April 1	Students complete and submit the Intent to Participate form. (ORC 3365.03 and OAC 3333-1-65.1)	Public School Students provide to school principal or equivalent. Nonpublic School and Homeschool Students provide to Ohio Department of Education.
April 13, 2018 (during a period established by the Ohio Department of Education – to be determined annually)	Nonpublic and home school students submit funding application via SAFE account. Submission must include college acceptance letter. Homeschool students must include letter from district of residency excusing student from compulsory education. (OAC 3333-1-65.8)	Nonpublic and homeschool students and families submit application through Ohio Department of Education’s SAFE system.
Mid-May (not later than five weeks after the close of the application period)	The Ohio Department of Education will notify each nonpublic and home school applicant of the student’s funding award . (OAC 3333-1-65.8)	Ohio Department of Education Student must provide a copy of the funding award letter to the college/university to confirm eligible credit hours. Nonpublic secondary school counselors can access their students’ funding award letters.
14 Calendar Days prior to the first day of classes	Pre-term Notice of Admission to be sent to participant, parent, secondary school of that participant’s admission to the college and to the specific courses under the program. Notice must include course registrations and credit hours. (ORC 3365.05 & OAC 3333-1-65.3)	College/University

Dates	Details	Responsible Party
Upon receipt of Pre-Term Notice	Secondary School verifies student hours with review of all Pre-Term Notices to ensure the student has not exceeded the allowed amount. If the hours are exceeded, secondary school shall promptly notify the student of the issue and give the student the choice of adjusting schedule to comply with the maximum 30 college credit hours or self-paying outside of the CCP program. (OAC 3333-1-65.2)	Secondary School
Prior to the first day of the term of enrollment	College/university must provide to each participating student the name, contact information, office hours, and meeting process of the academic advisor assigned to the student. (OAC 3333-1-65.3) College/University must provide to each school counselor: 1) a roster of participants from that school who are enrolled in the institution and 2) a list of course enrollment and the date signifying when withdrawal from a course would negatively affect a participant's grade. (OAC 3333-1-65.3)	College/university
Not later than two weeks after the 15 th calendar day after the CCP course starts	Payment Submission college/university must submit required data elements to the Ohio Department of Education via the CCP Data Portal. (OAC 3333-1-65.7)	College/university
Not later than 21 Calendar Days after the first day of classes	College/university sends Confirmation of Course Enrollment Notice listing courses and hours of enrollment to participant, participants, secondary school (ORC 3365.06 and OAC 3333-1-65.3)	College/university
Not later than 45 calendar days after Payment Submission	Secondary school shall confirm the accuracy of the information provided by the college/university or dispute the submission via the ODDEX system. (OAC 3333-1-65.7)	Secondary School

Dates	Details	Responsible Party
Not later than the 30 th day after the end of the term	The Ohio Department of Education shall make payments to colleges based on their submission except for items that are disputed. (OAC 3333-1-65.7) (Note: House Bill 49 provided additional details on deadlines for payments – this information will be updated.)	Ohio Department of Education
July 15	Secondary school and college/university must submit required data. (ORC 3365.15 and OAC 3333-1-65.5 and OAC 3333-1-65.7)	Secondary School and College/University
Annually	College/university must provide all secondary teachers with at least one three-hour professional development session (OAC 3333-1-65.4) First year a secondary teacher instructs the college course, at least one-full period classroom observation and then alternative academic years thereafter. OAC 3333-1-65.4)	College/University

³Secondary School references in Ohio Revised Code specifically indicate all public and participating nonpublic secondary school. Note that “participating” is a school that actively engages in College Credit Plus or when a nonpublic school student chooses to participate.

References & Websites

Resource	URL
Accuplacer	https://accuplacer.collegeboard.org/
ACT	http://www.act.org/
College Credit Plus	www.ohiohighered.org/ccp
National Alliance for Concurrent Enrollment Partnerships (NACEP)	http://www.nacep.org/
Ohio Administrative Code (OAC)	http://codes.ohio.gov/oac/3333-1-65
Ohio Alliance for Dual Enrollment Partnerships (OADEP)	http://www.nacep.org/oadepl/
Ohio Department of Education (ODE)	http://education.ohio.gov/Topics/Quality-School-Choice/College-Credit-Plus
Ohio Department of Higher Education (ODHE)	https://www.ohiohighered.org
Ohio High School Athletic Association (OHSAA)	http://ohsaa.org/
Ohio Legislature, 2017	https://www.legislature.ohio.gov/laws/ohio-codes
Ohio Revised Code	http://codes.ohio.gov/orc/3365
SAT	https://collegereadiness.collegeboard.org/sat
Transfer information	https://transfercredit.ohio.gov/

Forms

Attached to this Policy & Procedure Handbook are forms that are associated with College Credit Plus. Note that some forms will be updated for the 2018-2019 academic year. These will be posted on the www.ohiohighered.gov/ccp site.

1. Intent to Participate – Home School
2. Intent to Participate – Nonpublic
3. Intent to Participate – Public
4. Guidelines for Student Athletic Eligibility
5. Alternative Funding – Below the Floor Request (to be updated for 2018-2019 academic year)

High School Graduation Course Substitution Crosswalk

This information includes general guidelines about college courses that can be substitutions for high school requirements. The list does not include all possible examples of courses. All course substitutions must be nonremedial and nonreligious. Students must earn passing grades in the courses. The required credits noted within this document are the minimum required for high school graduation. Some school districts might have additional credit requirements for graduation. This document describes College Credit Plus as one option for satisfying high school graduation requirements; refer to other Ohio Department of Education guidance for other options (e.g., credit flex, physical education waiver).

High School Requirement	College Credit Plus (CCP) Example Course Substitutions	Other Information
English language arts (4 high school credits)	Courses in literature, composition, journalism, speech, applied communication	Students may use English language arts CCP/Advanced Placement (AP)/International Baccalaureate (IB) courses to satisfy the curriculum requirements but schools must administer the end of course (EOC) tests to students to earn graduation points and to satisfy testing requirements of state and federal law.
Health (1/2 high school credit)	Any health courses	
Mathematics (4 high school credits)	Any math courses	Students must earn one unit of algebra II or the equivalent of algebra II. Students may use math CCP/AP/IB courses to satisfy the curriculum requirements but schools must administer the EOC tests (in algebra I or integrated math I and geometry or integrated math II) to students to earn graduation points and to satisfy testing requirements of state and federal law.
Physical Education (1/2 high school credit)	Courses in which the main concentration is participation in physical activity, fitness, and/or exercise.	
Science (3 high school credits)	Any science courses	Students must earn: <ol style="list-style-type: none"> 1) one unit of physical sciences, 2) one unit of life sciences and 3) one unit of advanced* study in one or more of the following sciences: <ul style="list-style-type: none"> • chemistry, physics or other physical science; • advanced biology or other life science; • astronomy, physical geology or other earth or space science (*Note: A CCP science course does satisfy the advanced study requirement.) Schools must administer the biology EOC test to all students in order to satisfy federal testing requirements. CCP students may use their course grades and AP/IB students may use their test scores OR the biology end-of-course test score to earn graduation points, whichever is higher.

High School Requirement	College Credit Plus (CCP) Example Course Substitutions	Other Information
Social studies (3 high school credits)	<p>Courses in social science, humanities, psychology, western civilization, political science</p> <p>American History substitutions must include the study of history of the Americas or western civilization (i.e., must include U.S. History).</p> <p>American Government substitutions must include the study of the American political system.</p>	<p>For the classes of 2018 and 2019, students must earn credits in American history and American government (one-half credit each).</p> <p>Students completing CCP courses in American History or American Government will not need to sit for the EOC tests in the subject area and may earn graduation points based on the letter grade in the course.</p> <p>For the class of 2021, students must earn one-half credit in world history and civilizations (in addition to American history and American government). World History substitutions must be history courses that include the study of multiple civilizations outside the U.S. with an element of historical examination. Human geography, world issues, world history and other world studies courses may meet the requirement.</p>
Electives (5 high school credits)	<p>Various courses will satisfy elective requirements</p> <p>Foreign language: Any foreign language course (including American Sign Language)</p> <p>Fine Arts: Courses in drama/theater, dance, visual art, or music</p>	<p>Students must earn credit in one or any combination of foreign language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social studies courses not otherwise required.</p> <p>Students must complete at least two semesters of fine arts taken at any time in grades 7 through 12.</p>
Financial literacy	Various economics, financial, social science, or humanities courses which include the concepts of economics and financial literacy	All students must receive instruction in economics and financial literacy during grades 9-12. Districts must verify that students have received these concepts in a specific course or the district may provide the concepts in an alternative format.
Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED)	CPR/AED courses	Schools must provide training for students in CPR and AED beginning in 2017-2018.

Attachment #5

The ABCs of CCP¹ CollegeCredit PLUS

This document provides general guidance on common acronyms used in secondary and postsecondary education, especially those related to ¹College Credit Plus. Additionally, commonly used terms are provided to clarify specific information about processes, policies, and phrases. Resource links are indicated for additional information as well as serving as citations.

Acronym	Stands for ...	Description	Web Resources
AA, AAB, AAS, AIS, AS, ATS	Associate of Arts, Associate of Applied Business, Associate of Applied Science, Associate of Individualized Studies, Associate of Science, Associate of Technical Studies	The associate degree is typically a course of study consisting of at least 60 semester credit hours. The type of associate degree a student earns depends on the course of study. Associate of Arts and Associate of Science are usually considered “transfer” degrees because these are focused primarily on general education courses that can be transferred into a baccalaureate degree as the first two years of the college experience. Applied associate degrees are typically technical or professional in nature or focused on a specific career field. Associate of Individualized Studies or Associate of Technical Studies typically are degrees designed specifically for students based on career and educational interests.	www.ed.gov https://www.ohiohighered.org/sites/ohiohighered.org/files/uploads/program-approval/Academic-Program-Review-Guidelines_070516.pdf (Appendix B)
ACT®	ACT® (previously American College Testing)	ACT® is a college admissions test used nationally to assess English, reading, science, and math college-readiness. (Note: American College Testing is the original name of ACT; however, the organization indicates that “ACT” currently does not stand for anything.)	www.act.org
AP®	Advanced Placement	AP® courses are one of the Advanced Standing courses identified in the Ohio Revised Code (3313.6013), in addition to College Credit Plus and International Baccalaureate diploma courses. The College Board owns AP. AP courses are rigorous high school courses and, at the end of the course, students may opt to take an exam. In Ohio, if the student scores a 3, 4, or 5, the student is guaranteed to have the course count toward credit at an Ohio public college or university.	https://apstudent.collegeboard.org/home
CCIP	Comprehensive Continuous Improvement Plan	A unified grants application and verification system for the Ohio Department of Education that consists of two parts: The Planning Tool and the Funding Application. The Planning Tool contains the goals, strategies, action steps, and district goal amounts for all grants in the CCIP. The Funding Application contains the budget, budget details, nonpublic services, and other related pages. There are six Funding Applications in the CCIP: Consolidated, Competitive, Student Intervention, Career-Technical and Adult Education, Aspire (formerly known as Adult Basic and Literacy Education), and Community School.	http://education.ohio.gov/Topics/School-Improvement/Student-Improvement/IMPACT-%E2%80%93-Integrated-Monitoring-Process-and-Continu

Acronym	Stands for ...	Description	Web Resources
CCP	College Credit Plus	College Credit Plus is Ohio's dual enrollment program, which encompasses opportunities for high school students to earn college and high school credits at the same time by taking college courses from approved Ohio public and private colleges and universities and approved out-of-state institutions. Ohio Revised Code Chapter 3365 and Ohio Administrative Code Rules 3333-1-65 through 3333-1-65.11 are the statutes and rules for CCP.	https://www.ohiohighered.org/content/college_credit_plus_info_students_families
CT ²	Career Technical Credit Transfer	An umbrella name for statewide transfer initiatives that focus on helping career technical students (secondary and adult) matriculate to Ohio's colleges and universities with technical credit, saving students time and money.	https://www.ohiohighered.org/transfer/ct2
CTAG	Career-Technical Assurance Guides	This type of transfer articulation describes courses and programs taught in secondary and adult career technical centers that provide guaranteed transfer credit for students matriculating to Ohio public institutions of higher education. CTAGs are advising tools that provide information on the guarantee.	https://www.ohiohighered.org/transfer/ct2/ctags
CTE	Career-Technical Education	Career-technical education refers to career-based curriculum, leading students to industry-recognized credentials. CTE was formerly known as vocational education.	http://education.ohio.gov/Topics/Career-Tech
ECHS	Early College High School	The definition for Early College High School programs has been changed per the Amended Substitute House Bill 49. An ECHS program means a partnership between at least one school district or school and at least one institution of higher education that allows participants 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 institutions of higher education in the partnership as a part of an organized course of study toward a post-secondary degree or credential at no cost to the participant or 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; and (c) Students whose parents did not earn a college degree. (This new definition has not yet been added to the Ohio Revised Code as of July 7, 2017.)	http://codes.ohio.gov/orc/3313.6013
EMIS	Education Management Information System	"A statewide data collection system for Ohio's primary and secondary education, including demographic information, attendance, course information, financial data, and test results."	http://education.ohio.gov/Topics/Data/EMIS
EOC	End of Course exams	As part of the Ohio high school graduation requirements, students must complete end of course state tests in specific subject areas.	http://education.ohio.gov/Topics/Ohio-Graduation-Requirements/High-School-State-Tested-Courses-Resources
ESSA	Every Student Succeeds Act	ESSA is a federal law replacing the No Child Left Behind Act. ESSA "asks Ohio to clearly articulate its plans for using federal funds to ensure accountability for all students, create safe and supportive learning environments, encourage innovation and extended learning opportunities, and more."	http://education.ohio.gov/Topics/Every-Student-Succeeds-Act-ESSA
FA	Financial Aid (also known as Student Financial Aid)	Students attending a college or university can apply for financial aid, which may include grants and loans from the state and/or federal government, or scholarships and loans from private entities. College Credit Plus students are not eligible to receive financial aid while in high school.	https://www.ed.gov/category/subject/student-financial-aid https://www.ohiohighered.org/students/pay-for-college

Acronym	Stands for ...	Description	Web Resources
FAQ	Frequently Asked Questions	A compilation of commonly asked questions and answers about a program or initiative. These questions and answers are usually posted online for easy access.	https://www.ohiohighered.org/ccp/faqs
FERPA	Family Educational Rights and Privacy Act	FERPA provides protection for student education records. Parents have certain rights with respect to the child's education records. Generally, the rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.	https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html?src=nl
FRL/FRPL	Free and Reduced Lunch or Free and Reduced Price Lunch	Eligible students whose family earns "at or below current income eligibility guidelines" can receive assistance to pay for lunch at a reduced or free cost.	https://www.fns.usda.gov/school-meals/applying-free-and-reduced-price-school-meals http://education.ohio.gov/Topics/Other-Resources/Food-and-Nutrition/National-School-Lunch-Program
FTE	Full-Time Equivalent	For secondary school enrollment, a student's total enrolled hours, total percent of time, and total instructional hours are the data points that determine a base FTE. Students are considered full time when enrolled in a minimum of five high school credits or Carnegie units. For college enrollment, FTE is based on student credit hours taken and is used for calculating State Share of Instruction funding. A college or university may consider a student enrolled in at least 12 credit hours "full-time"; however, full-time equivalency is based on State Share of Instruction when enrolled in 30 credit hours for the entire academic year.	https://www.ohiohighered.org/sites/ohiohighered.org/files/ite_2003_2012.pdf
GA	General Assembly	Also known as the Ohio Legislature, the General Assembly is the House of Representatives and the Senate. Each biennium, a new General Assembly is convened. Beginning in January 2016, the 132 nd General Assembly was convened.	https://www.legislature.ohio.gov/?0
GEAR UP	Gaining Early Awareness and Readiness for Undergraduate Programs	GEAR UP is a federal grant program "designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education."	https://www2.ed.gov/programs/gearup/index.html
GPA	Grade Point Average	A student's GPA is calculated by dividing the total number of points awarded based on a student's grades by the number of credit hours earned.	https://www.ohiohighered.org/node/1872
HEI	Higher Education Information system	The HEI system "is a comprehensive relational database that includes student enrollment, course, financial aid, personnel, facilities, and finance data submitted by Ohio's colleges and universities."	https://www.ohiohighered.org/hej
HSTW	High Schools that Work	HSTW "is a framework that provides direction for schools to improve academic and career-technical instruction."	http://www.hstwhighered.org/
IB®	International Baccalaureate	IB® courses are one type of Advanced Standing course identified in Ohio Revised Code (3313.6013), in addition to Advanced Placement and College Credit Plus. IB "encourage(s) both personal and academic achievement, challenging students to excel in their studies and in their personal development." IB "offers a continuum of international education."	http://www.ibo.org/en/programmes/
IHE	Institution of Higher Education	IHE is a term that can be used interchangeably with college or university.	

Acronym	Stands for ...	Description	Web Resources
IRN	Information Retrieval Number	The IRN is a six-digit number that is unique for each Ohio school district, its buildings, and institutions of higher education.	http://webapp2.ode.state.oh.us/data/irn.asp http://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/Current-EMIS-Manual#Section 1: General Information http://education.ohio.gov/Topics/Career-Tech
JVSD	Joint Vocational School District	This term has been typically replaced with Career-Technical School Districts; however, the term is used related to funding CCP who attend JVSD schools within Ohio Administrative Code 3333-1-65.9.	https://www.ohiohighered.org/transfer/military
MTAG	Military Transfer Assurance Guides	MTAGs provide a statewide guarantee that certain types of military training, experience, and/or coursework align with existing college and university courses and will be awarded appropriate credit. (MTAGs are typically aligned to an OTM, TAG, or CTAG course.)	https://www.ed.gov/
MTF	Maximum Timeframe	Federal financial aid allows undergraduate students to receive aid for a maximum of 150% of the published length of the educational program (i.e., three years for a two-year associate degree or six years for a four-year bachelor's degree). All attempted credit hours are included in the calculation of maximum timeframe including College Credit Plus courses while in high school.	http://www.nacep.org/
NACEP	National Alliance of Concurrent Enrollment Partnerships	NACEP is a membership organization with the mission of "advancing quality college courses for high school students." NACEP promotes its standards for successful concurrent enrollment programs and offers accreditation to colleges and universities and their partners seeking to affirm compliance with NACEP standards.	https://www.legislature.ohio.gov/laws/ohio-codes
OAC	Ohio Administrative Code	"The rules adopted by the agencies of the state of Ohio. State agencies adopt rules to carry out the policies and intent of laws passed by the General Assembly. The rules are collected and published in the Ohio Administrative Code (OAC or AC)."	http://www.nacep.org/oadepl
OADEP	Ohio Alliance of Dual Enrollment Partnerships	"The purpose of this organization is to link Ohio college-school dual enrollment partnerships and to support and promote such partnerships through advocacy of quality initiatives, program development, professional development, communication and promotion of national standards."	https://www.ohiohighered.org/transfer
OATN	Ohio Articulation and Transfer Network	A statewide initiative focused on managing, directing, and promoting all programs related to Ohio's Articulation and Transfer policy, which was created in response to legislative concerns over the ability of students to transfer effectively between Ohio's public postsecondary institutions of higher education.	https://wiki.ssd-ohio.org/pages/viewpage.action?pageId=21135503
ODDEX	Ohio District Data Exchange	ODDEX is the primary application for a number of smaller applications that school districts will use for data verifications and exchanges. Colleges and school districts review data in ODDEX to verify enrollment of College Credit Plus students.	http://education.ohio.gov/About/About-ODE
ODE	Ohio Department of Education	ODE "oversees the state's public education system ... The Department's tasks include administering the school funding system, collecting school fiscal and performance data, developing academic standards and model curricula, administering the state achievement tests, issuing district and school report cards, administering Ohio's voucher programs, providing professional development, and licensing teachers, administrators, treasurers, superintendents, and other education personnel. The Department is governed by the State Board of Education with administration of the Department the responsibility of the superintendent of public instruction."	

Acronym	Stands for ...	Description	Web Resources
ODHE	Ohio Department of Higher Education	<p>ODHE “(formerly known as the Ohio Board of Regents) is a Cabinet-level agency for the Governor of the State of Ohio that oversees higher education for the state. The agency’s main responsibilities include authorizing and approving new degree programs, managing state-funding financial aid programs, and developing and advocating policies to maximize higher education’s contributions to the state and its citizens.”</p> <p>“The Ohio High School Athletic Association’s mission is to regulate and administer interscholastic athletic competition in a fair and equitable manner while promoting the values of participation in interscholastic athletics as an integral part of a student’s educational experience. The OHSAA represents its member schools by recognizing and promoting academics, the safety of participants, good citizenship, and lifelong values as the foundation of interscholastic athletics.”</p>	<p>https://www.ohiohighered.org/board</p> <p>http://ohsaa.org/AboutOHSAA</p>
ORC	Ohio Revised Code	<p>“The general laws of the state of Ohio. The Revised Code is organized into 31 general titles broken into chapters dealing with individual topics of law. The chapters are divided into sections that contain the text of individual statutes. The laws are collected and published in the Ohio Revised Code (ORC or RC).”</p>	<p>https://www.legislature.ohio.gov/laws/ohio-codes</p>
OTC	Ohio Technical Centers	<p>Ohio Technical Centers (OTCs) provide labor market-driven, non-credit, postsecondary workforce education and training in 91 career-technical planning districts throughout the state.</p>	<p>https://www.ohiohighered.org/otc</p>
OTM	Ohio Transfer Module	<p>General Education courses in English and Oral Communications, Natural Sciences, Social Sciences, Arts and Humanities, and Mathematics make up each institution’s Ohio Transfer Module, totaling 36-40 semester hours. A student with successfully completed Ohio Transfer Module courses at one Ohio public college or university can apply the credit similarly toward Ohio Transfer Module requirements at any other Ohio public institution of higher education. This requirement is generally completed in the first two years of a student’s residency.</p>	<p>https://www.ohiohighered.org/transfer/transfermodule</p>
OYO	One-Year Option	<p>This Option allows graduates of Ohio Technical Centers who complete a 900-clock hour program of study and obtain industry-recognized credentials approved by the Chancellor to receive 30 college technical credit hours toward a technical associate’s degree upon enrollment in an institution of higher education. Proportional credit may apply for students in 600-899 clock hour programs meeting the same criteria of Chancellor approved credentials.</p>	<p>https://www.ohiohighered.org/one-year-option</p>
PSEOP	Postsecondary Enrollment Options Program	<p>PSEO was the former dual enrollment law in Ohio. Students in grades 9 through 12 could take college courses at Ohio colleges and universities. PSEO was in existence from 1989 through 2015.</p>	
P-16 or P-20	Preschool through Grade 16 (or Grade 20)	<p>P-16 Initiatives are intended to create seamless educational partnerships from preschool through grade 16, bachelor’s degree, or grade 20, doctoral degree, with partners from secondary schools, postsecondary education, and, often business/industry representatives.</p>	<p>https://www.ohiohighered.org/college-readiness</p>
SAFE	Security Application for Enterprise	<p>ODE launched the SAFE web portal in 2003. To create a SAFE account, individuals must submit an Ohio driver’s license number, date of birth, and last four digits of the social security number.</p>	<p>http://education.ohio.gov/Topics/Data/Ohio-Educational-Directory-System-OEDS/Web-Reporting-SAFE-Accounts-OEDS</p>

Acronym	Stands for ...	Description	Web Resources
SAP	Satisfactory Academic Progress	In order to continue receiving federal financial student aid, students must meet satisfactory academic progress, including satisfactory grades, credit hour completion, maximum timeframe, etc. Each institution of higher education sets a SAP policy indicating minimum levels of performance to maintain aid.	https://studentaid.ed.gov/sa/eligibility/staving-eligible#satisfactory-academic-progress
SAT®	SAT® (previously Scholastic Aptitude Test or Scholastic Assessment Test)	SAT® is a college admissions test used nationally to assess reading, writing, language, and math college-readiness. (Note: College Board indicates that "SAT" currently does not stand for anything.)	https://collegereadiness.collegeboard.org/sat
SCTAI	Secondary Career Technical Alignment Initiative	SCTAI is a collaborative effort between the Ohio Department of Higher Education, the Ohio Department of Education Career Technical Education, and Ohio's public institutions of higher education. The goal is to create additional CTAGs, or statewide articulation agreements, specifically for secondary high school students who complete agreed upon career-technical coursework and assessments.	https://www.ohiohighered.org/sctai
SSI	State Share of Instruction	SSI is the funding allocated to public institutions of higher education in Ohio. SSI is calculated using subsidy models with multiple variables to determine the resulting funding. Some variables include full-time equivalent enrollment, student demographics, level of instruction, and subject code of courses.	https://www.ohiohighered.org/node/933
SSID	Statewide Student Identifier	A key component of the state's current student data reporting system, the Statewide Student Identifier system (SSID) assigns a student identification number to all public school children in the state.	http://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/Statewide-Student-Identifier
STEM	Science, Technology, Engineering, and Mathematics	An acronym used to describe courses, programs, or careers in fields associated with science, technology, engineering and mathematics. Related acronyms include STEMM (science, technology, engineering, math, and medicine) and STEAM (science, technology, engineering, arts, and math). Students can complete pre-major/beginning major course in a specific	http://www.osln.org/about/faq/
TAG	Transfer Assurance Guides	academic discipline/major called TAG courses. These courses are guaranteed to apply as equivalent courses. About one-third of the TAG courses are also used by many institutions to satisfy specific prerequisite course requirement within a program's General Education/Ohio Transfer Module requirements.	https://www.ohiohighered.org/transfer/tag
UTN	Unique Identifier Number	The unique identifier number is given to private and homeschooled students by the Ohio Department of Education on the approval letter for CCP funding. This is required for reporting students to ODHE for reimbursement/payment for the CCP courses.	http://education.ohio.gov/Topics/Quality-School-Choice/Private-Schools/College-Credit-Plus-for-Nonpublic-School-Families

Common Phrases or Terms Associated with College Credit Plus

Phrase or Term	Description
Dual Enrollment compared to Dual Admission	<p>Dual enrollment: An organized system with special guidelines that allows high school students to take college-level courses (National Center for Education Statistics, 2013).</p> <p>Dual admission: Dual Admission Partnerships are special transfer agreements between two-year and four-year colleges and universities. Through Dual Admissions, students complete their associate degree with the intent to complete their bachelor's degree at the partner school (Cuyahoga Community College, 2017).</p>
Dual Enrollment compared to Concurrent Enrollment	<p>Dual enrollment: An organized system with special guidelines that allows high school students to take college-level courses (National Center for Education Statistics, 2013).</p> <p>Concurrent Enrollment: Concurrent enrollment provides high school students the opportunity to take college-credit bearing courses taught by college-approved high school teachers (National Alliance for Concurrent Enrollment Partnerships, n.d.) Essentially, dual enrollment and concurrent enrollment are the same types of opportunities for high school students to earn college credit. Concurrent enrollment sometimes distinguishes that the courses are taught by qualified high school teachers.</p> <p>College Credit Plus is Ohio's dual enrollment program in which high school students can earn college credit by applying and being admitted to universities and colleges. Students can register for courses at the college campuses, online, or at high school locations.</p>
Transcripted Credit compared to Articulated Credit	<p>Transcripted Credit: Transcripted credit means postsecondary credit that is conferred by an institution of higher education and is reflected on a student's official record at that institution upon completion of a course (Ohio Revised Code 3365.01). The students earn letter grades (i.e., A, B, C, D, F) in the courses that are documented on official college transcripts.</p> <p>Articulated Credit: Articulated Credit means postsecondary credit that is reflected on the official record of a student at an institution of higher education only upon enrollment at that institution after graduation from a secondary school (Ohio Revised Code 3365.01). The high school, and not the college, issues grades. Colleges document the accepted courses as articulated on the college transcripts.</p>
Transferable Credit	<p>Transferable Credit: Courses that have been completed at one college or university and are recognized as acceptable course substitutes or equivalents at another college or university are considered transferable credit.</p>
College Grade compared to High School Grade	<p>In College Credit Plus, students are earning both college credit and high school credit. However, the course that the student is taking is a college class, so that final college grade must be the high school grade as well. This is the case regardless of whether the grading scales of the college and the high school match.</p>
Advanced Standing Programs or Courses	<p>Advanced standing program means a program that enables a student to earn credit toward a degree from an institution of higher education while enrolled in high school or that enables a student to complete coursework while enrolled in high school that may earn credit toward a degree from an institution of higher education upon the student's attainment of a specific score on an examination covering the coursework. Advanced standing programs may include any of the following: The College Credit Plus program; Advanced Placement courses; International Baccalaureate diploma courses; and Early College High School programs (Ohio Revised Code 3313.6013).</p>
Model Course Pathways	<p>Secondary school districts are required to publish course pathways among the school's official list of course offerings for the College Credit Plus program (Ohio Revised Code 3365.04). Each public secondary school must develop at least two model pathways, one for 15 hours and one for 30 hours. The pathways must include courses that apply to at least one degree or professional certification offered at a partnering college or university. The pathways can serve as samples of courses a student can take, but are not required courses for students (Ohio Revised Code 3365.13).</p>
Observations & Mentoring of College Credit Plus Teachers at High Schools	<p>Colleges and universities that have approved college courses to be taught at high schools with college-approved high school teachers must provide at least one three-hour professional development session per school year and must conduct at least one full-period classroom observation per school year for each course (Ohio Revised Code 3365.05 and Ohio Administrative Code 3333-1-65.4). The observation must occur during the first academic year the secondary teacher instructs the college course and then alternating academic years thereafter (Ohio Administrative Code 3333-1-65.4).</p>
Default Payments – Ceiling & Floor	<p>For College Credit Plus, the funding stream for the program is based on the foundation funding for public school districts and includes a calculation of tuition costs based on the delivery mode of the courses. Within state law, default payments have been identified in the event that the partner high schools and colleges do not have a negotiated alternative funding agreement. For academic year 2017-2018, the default floor amount will be \$41.57 per credit hour and the default ceiling amount will be \$166.28 per credit hour (based on semester calendar) (Ohio Revised Code 3365.01).</p>

All information is current as of July 7, 2017. To suggest additional acronyms, contact lharper@highered.ohio.gov.

Attachment #6

New Provisions for College Credit Plus Amended Substitute House Bill 49

This table provides a brief overview of the provisions within the Ohio biennium budget (HB 49) that reference College Credit Plus. Please note that the Ohio Revised Code and Pages in HB 49 are provided, so individuals can seek exact language. This document is provided only for guidance and summary purposes.

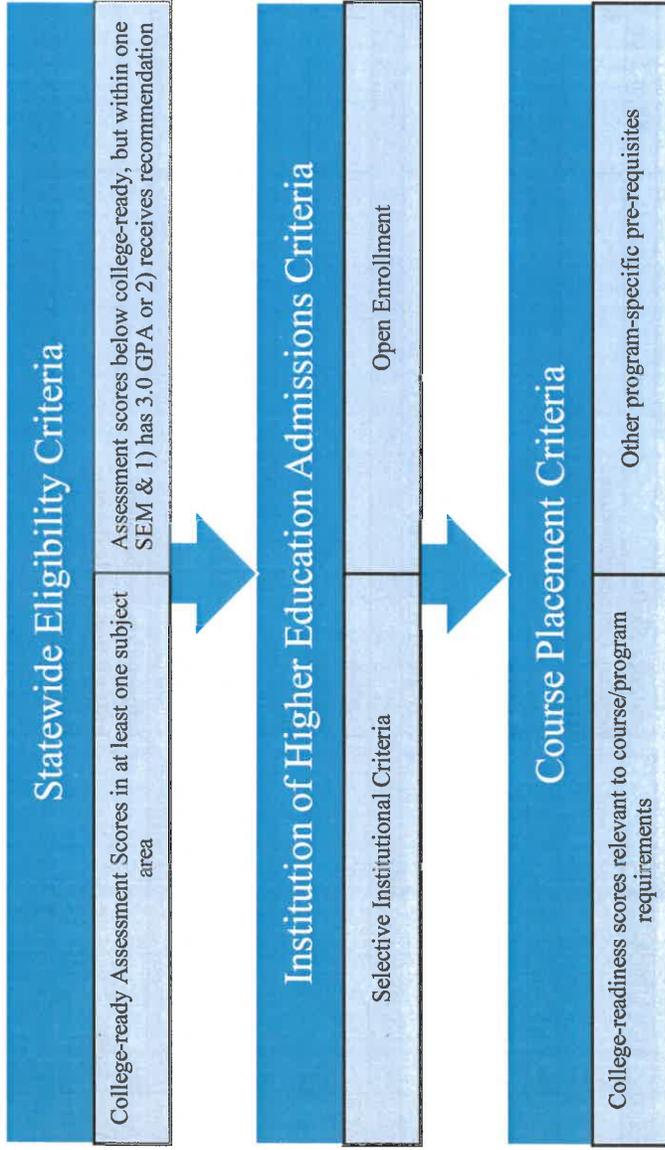
Provision	Description	Effective Dates ¹ (Term or Academic Year)	Ohio Revised Code	Page in Am. Sub. HB 49
Early College High School	<ul style="list-style-type: none"> Exempts Early College High School (ECHS) programs from the requirements of College Credit Plus (CCP) provided the program meets the ECHS definition and is approved by the Superintendent of Public Instruction and the Chancellor of Higher Education Changes definition of ECHS programs Removes multiple references to ECHS programs 	Academic Year 2018-2019	3313.6013	Pages 837-840, 1095, 1108
References to Ohio Board of Regents	<ul style="list-style-type: none"> Changes multiple references of Ohio Board of Regents to Ohio Department of Higher Education 	Academic Year 2017-2018	3365.01	Page 1093, 1098, 1099,
Standard Rate Definition	<ul style="list-style-type: none"> Defines the Standard Rate of tuition assessed per credit hour for in-state students enrolled in undergraduate courses 	Academic Year 2017-2018	3365.01	Page 1094
Student Appeals	<ul style="list-style-type: none"> Changes the appeal process if a principal does not approve consent for a student to participate (if the student seeks consent after April 1) Appeals can be made by student to the school district superintendent or governing entity Establishes that the decision of the superintendent or governing entity is final 	Spring 2018 for Academic Year 2018-2019	3365.03	Page 1096
Student Eligibility ^{2,3}	<ul style="list-style-type: none"> Specifies student eligibility for CCP: <ol style="list-style-type: none"> Students must be remediation-free in accordance to one of the assessments in the Uniform Statewide Standards for Remediation-Free Status document If a student scores within one standard error of measurement (SEM) below the remediation-free threshold and the student has a 3.0 GPA, the student is eligible to participate If a student scores within one SEM below the remediation-free threshold and the student receives a recommendation from a school counselor, principal or career-technical program advisor, the student is eligible to participate 	Academic Year 2018-2019	3365.03	Pages 1096-1097, 3330
Student Assessment	<ul style="list-style-type: none"> Requires institution of higher education to pay for one assessment to determine student eligibility 	Any assessment after Effective Date (September 29, 2017 per Legislative Service Commission)	3365.03	Page 1098
Annual Notice Deadline	<ul style="list-style-type: none"> Changes date to February 1 for secondary schools to provide information about CCP to all students in grades six through eleven 	February 1, 2018	3365.04	Page 1098

Provision	Description	Effective Dates ¹ (Term or Academic Year)	Ohio Revised Code	Page in Am. Sub. HB 49
Minimum Grade for Credit	<ul style="list-style-type: none"> Governor Kasich vetoed this amendment; therefore, this provision is not in effect 	VETOED	3365.04	Pages 1099, 1101
Recipients of enrollment notice	<ul style="list-style-type: none"> Eliminates the requirement to send written notice to the superintendent of public institution (14 days prior and 21 days after first day of classes) 	Next term beginning after the Effective Date (September 29, 2017 per Legislative Service Commission)	3365.05	Page 1100
Eligible Courses	<ul style="list-style-type: none"> Allows the Chancellor of Higher Education and the Superintendent of Public Instruction to adopt rules specifying which courses are eligible for CCP funding Specifies information to be addressed within the rule 	To be specified within the adopted rule	3365.06	Pages 1102-1103
Default Payment Structure ⁴	<ul style="list-style-type: none"> Clarifies that the default ceiling payments under CCP shall not be more than the college's or university's standard rate Permits, rather than requires, the Chancellor to approve waivers for agreements below the funding floor 	Next term beginning after the Effective Date pending report and system updates (September 29, 2017 per Legislative Service Commission)	3365.07	Pages 1103-1106
Textbooks	<ul style="list-style-type: none"> Am. Sub. HB 49 removed all provisions regarding CCP textbooks. 	No changes to current law	3365.07	Page 1104
Dates for Payments to IHE	<ul style="list-style-type: none"> Requires payments to be made to IHE by January 31 for summer and fall enrollment and July 31 for spring enrollments except in cases involving incomplete participant information or a dispute of participant information 	January 31, 2018	3365.07	Page 1106
Underperforming Students	<ul style="list-style-type: none"> Allows the Chancellor of Higher Education and the Superintendent of Public Instruction to adopt rules specifying conditions under which an underperforming participant may continue to participate in CCP Specifies information to be addressed within the rule 	To be specified within the adopted rule	3365.091	Page 1107
Appeal of grades dispute	<ul style="list-style-type: none"> Changes the appeal of grade dispute decisions between a school and a CCP participant from the State Board of Education to the Ohio Department of Education 	Any grade dispute occurring after Fall 2017	3365.12	Page 1109
Biennial & Outcomes Reports	<ul style="list-style-type: none"> Requires an outcomes report, due annually from December 2018 through December 2023, with data related to student degree completion and attainment and compares CCP participants with non-CCP participants Makes the biennial report, due December 2017 and every two years thereafter, permissive and includes data from the Higher Education Information system detailing the status of the CCP program 	Outcomes Report: December 31, 2018 Biennial Report: December 31, 2017	3365.15	Pages 1110-1111
Minor Labor Law Requirements	<ul style="list-style-type: none"> Exempts CCP students in a state-recognized pre-apprenticeship program from minor labor law requirements 	Next term beginning after the Effective Date (September 29, 2017 per Legislative Service Commission)	4109.06	Page 1370

¹This table indicates which term (e.g., semester, quarter) or academic year the provision will be in effect. Academic Year for College Credit Plus begins with Summer Term and ends with Spring Term.

**²Student Eligibility
(Effective Academic Year 2018-2019)**

This image provides a visual step-by-step process for how a student must be considered “eligible” to participate in College Credit plus, must be “admitted” to a college/university following the institution’s admissions criteria, and must be “placed” into courses based on assessment results of other pre-requisites.



³Student Eligibility - Standard Error of Measurement

(Effective Academic Year 2018-2019)

If a prospective CCP student scores below the “Assessment Threshold Score” on an approved assessment exam but within one Standard Error of Measurement (SEM) or the “Score Range to be Considered,” then the student is considered eligible for CCP if he/she also meets one of these criteria:*

- *Has a 3.0 cumulative GPA or*
- *Receives a recommendation from school counselor, principal, or career-technical advisor*

Exam	Subtest	Assessment Threshold Score	SEM* (rounded)	Score Range to be Considered
Classic ACCUPLACER	Sentence Skills	88 or 5 on Writeplacer	10	77-87
	Reading Comprehension	80	8	70-79
	Math/College Level Math (CLM)	55	9	45-54
Next Generation ACCUPLACER	Writing	263 or 5 on Writeplacer	6	254-262
	Reading	263	7	255-262
	Quantitative Reasoning Algebra & Stats (QAS)	263	4	258-262
	Advanced Algebra & Functions (AAF)	263	6	254-262
ACT	English	18	2	15-17
	Reading	22	2	19-21
	Math	22	2	19-21
SAT	Evidence Based Reading & Writing	480	30	449-479
	Mathematics	530	30	499-529
ALEKS	Information forthcoming			
	Information forthcoming			
	Information forthcoming			
MapleSoft				
PlaceU				
Assessment examination vendors provided SEM data.				
Note: College Board has indicated that Classic ACCUPLACER will no longer be available after January 7, 2019.				

* Approved assessment exams are listed in this table and in the “Uniform Statewide Standards for Remediation-Free” document. This document is reviewed annually; please check for current version on www.ohiohighered.org/ccp.

⁴Default Tuition Amounts (Ceiling, Mid-level, and Floor)

(Effective Academic Year 2017-2018)

	2017-2018		2018-2019	
	Semesters	Quarters	Semesters	Quarters
Ceiling	\$166.28	\$110.85	\$166.55	\$111.04
Mid-level	\$83.14	\$55.43	\$83.28	\$55.52
Floor	\$41.57	\$27.71	\$41.64	\$27.76

These are the maximum amounts to be reimbursed.

If the institution has a standard tuition rate that is lower than the maximum rate listed in the table, then the standard tuition rate will be reimbursed.

Private colleges and universities may charge directly to students a fee per credit hour to participate if the institution has determined that the costs for CCP students exceeds the reimbursement amount paid by the state of Ohio. The amounts for 2018-2019 are as follows:

- For students who enroll in courses on the college campus or online, the maximum amount is \$158.76 per credit hour. (Note: This maximum amount is calculated based on the Foundation amount for public schools.)
- For students who enroll in courses delivered at the high school taught by college faculty, the amount is \$125 per credit hour.
- For student who enroll in courses delivered at the high school and taught by an approved credentialed high school teacher, the amount is \$100.

(ORC 3365.07)

Attachment #7

Am. Sub. H. B. No. 49

132nd G.A.

1102

college. A participant electing this option also shall elect, at the time of enrollment, whether to receive only college credit or high school credit and college credit for the course.

(1) The participant may elect to receive only college credit for the course. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course, but the governing entity of a public secondary school or the governing body of a participating nonpublic secondary school shall not award the high school credit.

(2) The participant may elect to receive both high school credit and college credit for the course. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course and the governing entity of a public school or the governing body of a participating nonpublic school shall award the participant high school credit.

(B) ~~The~~ If a course is eligible for funding under rules adopted pursuant to division (C)(1) of this section, the participant may elect at the time of enrollment for each the course to have the college reimbursed under section 3365.07 of the Revised Code. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course and the governing entity of a public school or the governing body of a participating nonpublic school shall award the participant high school credit. If the participant elects to have the college reimbursed under this division, the department shall reimburse the college for the number of enrolled credit hours in accordance with section 3365.07 of the Revised Code.

(C)(1) The chancellor of higher education, in consultation with the superintendent of public instruction, shall adopt rules specifying which courses are eligible for funding under section 3365.07 of the Revised Code.

The rules shall address at least the following:

(a) Whether courses must be taken in a specified sequence;

(b) Whether to restrict funding and limit eligibility to certain types of courses, including (i) courses that are included in the statewide articulation and transfer system, established by the chancellor pursuant to section 3333.161 of the Revised Code; (ii) courses that may be applied to multiple degree pathways or are applicable to in-demand jobs; or (iii) other types of courses;

(c) Whether courses with private instruction, as defined by the chancellor, are eligible for funding.

The rules also shall specify the school year for which implementation of

the rules adopted pursuant to this division shall first apply.

(2) In developing the rules, the chancellor, in consultation with the state superintendent, shall establish a process to receive input from public and nonpublic secondary schools, public and private colleges, and other interested parties.

(D) When determining a school district's enrollment under section 3317.03 of the Revised Code, the time a participant is attending courses under division (A) of this section shall be considered as time the participant is not attending or enrolled in school anywhere, and the time a participant is attending courses under division (B) of this section shall be considered as time the participant is attending or enrolled in the district's schools.

Sec. 3365.07. The department of education shall calculate and pay state funds to colleges for participants in the college credit plus program under division (B) of section 3365.06 of the Revised Code pursuant to this section. For a nonpublic secondary school participant, a nonchartered nonpublic secondary school participant, or a home-instructed participant, the department shall pay state funds pursuant to this section only if that participant is awarded funding according to rules adopted by the chancellor of higher education, in consultation with the superintendent of public instruction, pursuant to section 3365.071 of the Revised Code. The program shall be the sole mechanism by which state funds are paid to colleges for students to earn transcribed credit for college courses while enrolled in both a secondary school and a college, with the exception of state funds paid to colleges according to an agreement described in division (A)(1) of section 3365.02 of the Revised Code.

(A) For each public or nonpublic secondary school participant enrolled in a public college:

(1) If no agreement has been entered into under division (A)(2) of this section, both of the following shall apply:

(a) The department shall pay to the college the applicable amount as follows:

(i) For a participant enrolled in a college course delivered on the college campus, at another location operated by the college, or online, the lesser of the default ceiling amount or the college's standard rate;

(ii) For a participant enrolled in a college course delivered at the participant's secondary school but taught by college faculty, the lesser of fifty per cent of the default ceiling amount or the college's standard rate;

(iii) For a participant enrolled in a college course delivered at the participant's secondary school and taught by a high school teacher who has met the credential requirements established for purposes of the program in

joint vocational school district and a portion shall be deducted from the payments to the participant's city, local, or exempted village school district in accordance with the full-time equivalency of the student's enrollment in each district. Amounts deducted under division (F)(1) of this section shall be calculated in accordance with rules adopted by the chancellor, in consultation with the state superintendent, pursuant to division (B) of section 3365.071 of the Revised Code.

(2) Payments made for nonpublic secondary school participants, nonchartered nonpublic secondary school participants, and home-instructed participants under this section shall be deducted from moneys appropriated by the general assembly for such purpose. Payments shall be allocated and distributed in accordance with rules adopted by the chancellor, in consultation with the state superintendent, pursuant to division (A) of section 3365.071 of the Revised Code.

(G) Any public college that enrolls a student under division (B) of section 3365.06 of the Revised Code may include that student in the calculation used to determine its state share of instruction funds appropriated to the department of higher education by the general assembly.

Sec. 3365.091. (A) The chancellor of higher education, in consultation with the superintendent of public instruction, shall adopt rules specifying the conditions under which an underperforming participant may continue to participate in the college credit plus program.

The rules shall address at least the following:

(1) The definition of an "underperforming participant";

(2) Any additional conditions that participants with repeated underperformance must satisfy;

(3) The timeframe for notifying an underperforming participant who is determined to be ineligible for participation of such ineligibility;

(4) Mechanisms available to assist underperforming participants;

(5) The role of school guidance counselors and college academic advisers in assisting underperforming participants;

(6) If an underperforming participant is determined to be ineligible for participation, any consequences that such ineligibility may have on the student's ability to complete the secondary school's graduation requirements.

The rules also shall specify the school year for which implementation of the rules adopted pursuant to division (A) of this section shall first apply.

(B) In developing the rules pursuant to division (A) of this section, the chancellor, in consultation with the state superintendent, shall establish a process to receive input from public and nonpublic secondary schools, public and private colleges, and other interested parties.