

GP Running Start Information

Earn College Credit in High School

What is Running Start? Running Start is intended to provide students in grades 11 and 12 a program option consisting of attendance at certain institutions of higher education and the simultaneous earning of high school and college/university credit.

Running Start Students and their families do not pay tuition, but they do pay college fees and buy their own books, as well as provide their own transportation. Students receive both high school and college credit for these classes and therefore accelerate their progress through the education system.

Running Start Enrollment Steps

	Person(s) Responsible	Task	Complete through GP or College?
1	Student/ Parent	Read through this packet.	Glacier Peak High School (GP)
2	Student/ Parent	Go to the Running Start webpage of the college of your choice to sign up and attend a Running Start information session (if offered by the college). Google Search: "Name of College" and "Running Start" <ul style="list-style-type: none"> • Colleges most attended by GP students: Everett Community College • Cascadia College • Edmonds Community College • Bellevue College • Lake Washington Technical Institute 	College
3	Student	Apply to the College Online	College
4	Student	Complete English and/or Math placement. take Accuplacer (recommended) or submit Transcript or SBA scores Use your transcript from registration and SBA scores in Skyward under Portfolio	College
5	Student/ Parent	Read and sign the GP Running Start Agreement	GP
6	Student & School Counselor	Send signed agreement to Mrs. Hoiem to make an appointment (tracy.hoiem@sno.wednet.edu) <ul style="list-style-type: none"> • GP Running Start packet with signed contract • Placement results (English and/ or Math) • RSEVF Your part completed with CTC Link ID 	GP
7	Student	Send the RSEVF to the Running Start Office at the college.	College
8	Student	Complete college requirements for advising and register for classes online at the college.	College



GLACIER PEAK HIGH SCHOOL RUNNING START INFORMATION AND AGREEMENT

Running Start College Credit While in High School

The Running Start (“RS”) program allows Washington State junior and senior students to attend community and technical colleges while still attending high school. This program allows qualified students to take college courses and apply the credits toward high school graduation and toward potential college degrees. Tuition is paid by the Snohomish School District (“SSD”).

- 1) To meet SSD curriculum requirements for year-long English, US History, and Social Studies classes, SSD Running Start students must successfully complete specific five-credit college courses. Year-long required high school classes are equivalent to one five-credit college course.
- 2) Some of the required courses are also offered online or combined online coursework with onsite class sessions at the community college. In general, online courses require an additional fee. Students are advised to check with the community college to confirm their financial responsibilities in advance of enrolling in these courses.
- 3) Students wishing to transfer college credits earned through the RS program to a baccalaureate institution are strongly advised to verify the college course transfer equivalences and agreements in advance. This is particularly important if the student is intending to apply to private institutions and/or colleges or universities outside the State of Washington.
- 4) Courses other than those listed by the counselor on the quarterly Enrollment Verification Form may not meet the SSD graduation requirements. Students desiring consideration of courses other than those indicated must meet with and receive approval from their high school in advance of community college registration. A Community College / High School Course Equivalencies reference sheet is attached at the end of this handout.
- 5) Students in the SSD will be required to complete their High School and Beyond Plans (HSBP) at their local high school and meet Graduation Pathways Options (one way to complete this is by passing the SBA in both math and English/language arts). State testing retakes will be administered at the local high schools. Students who do not attend GP need to watch for announcements on the daily bulletin and on the GP website. Students will maintain regular contact regarding graduation requirements and senior-related communications. It is the student’s responsibility to inquire about graduation requirements.
- 6) Starting in the fall of 2011, the State Legislature began limiting the combined high school and college credits the State will fund for each student.
- 7) A student’s FTE will be figured on a quarterly basis by the high school counselor, in conjunction with the signing of the Quarterly Enrollment Verification Form (EVF) and is based on the number of minutes per week a student is in class at the local high school. The minutes per week is based on which and how many class periods are spent at the high school.

- 8) Whether the credits are paid by the student or tuition-free, RS students will continue to receive dual (high school and college) credit.
- 9) What are the Qualifications to Attend Classes at Community College?
- 10) The student must pass a college placement test at the college in order to take any college classes and be accepted for admission to the RS program. The student must contact the community college for the examination schedule and consult with their high school counselor regarding college plans. Students may also submit their SBA/ELA scores to determine placement. Students received those state test scores by mail and they can be found on Skyward.
- 11) Entrance into RS varies for each community college. All colleges require specific scores on placement exams or SBAs. Courses numbered 099 or below are not considered part of RS, and will not be funded under the program.
- 12) Students must have junior or senior standing in high school before taking courses through Running Start.
- 13) Students may be required to attend high school classes for the purpose of completing high school graduation requirements.
- 14) The student must be prepared to take college level courses and complete college level work. Meeting grade level standards and passing the State exams are indicators that the student is prepared for success at the college level.
- 15) The student must remember that while the student is taking the college level courses, they will be treated like a college student. Attendance may not be taken. Parents will not be notified if a student skips a class. Progress reports are not given. The high school is not responsible for the student's actions while attending the college classes.

What Else Should I Know?

- 1) The tuition for the college classes will be paid by the SSD, providing qualifications to attend Running Start have been met. The student must take the course for credit (may not audit for non-credit). The student shall notify the college and the high school immediately of any intention to drop a class. Failure to notify the college and high school may result in the student reimbursing the district for tuition fees as well as receiving a failing grade in the class.
- 2) A 5-credit college course will equal 1.0 high school credit in the subject taken. Fifteen college credits per quarter equate to full-time college enrollment. When an approved RS class is taken and completed, the class and grade will appear on the high school transcript (no exceptions). Students may dual enroll at high school and at the community college.

Conversion of College Credit to High School Credit for Snohomish School District Students	
College Credit(s)	H.S. Credit Applied to HS Transcript
5	1.00
4	.80
3	.60
2	.40
1	.20

- 3) SSD will determine which classes taken at the community college will meet the requirements for high school graduation.
- 4) Summer school course work is not usually part of the RS program. Students will need to have their college transcript sent to GP in order to have summer classes placed on their high school transcript.
- 5) Early completion of graduation requirements must be coordinated with the high school counselor and principal.
- 6) A student may not continue RS following successful completion of high school graduation by June of their graduation year. If an individual has not completed all graduation requirements, the student may continue in the RS program as a “second year” senior under specific rules.
 - a) A second-year senior is generally understood as being a student who has yet to meet high school graduation requirements as of the end of the student’s 12th grade academic year. A second-year senior may continue in the RS program for “the sole and exclusive purpose of completing the particular course or courses required to meet high school graduation requirements...” (WAC 392-169-055).
 - b) If student does not utilize RS during the junior and/or senior year and fails a class at the high school during the junior and senior year, they cannot enroll in that class at the college through RS during their 13th year. A second-year senior can only continue in RS if they are enrolled in it during their junior or senior years.
- 7) Students and parents need to self-monitor progress in community college classes. High schools are notified of students’ grades only at the end of the course.
- 8) Students must see their high school counselor for the required RS signature each quarter they wish to enroll in RS classes. **Students must call 360-563-7604 to make an appointment in advance of needing their RSEVF signed.**
- 9) There is no guarantee that students will be able to register for the classes desired at the community college. The earlier you register, the better your chance to get your desired courses.
- 10) Information will be available at the high school, but it is the student’s and parent's responsibility to ensure that high school graduation requirements are being met and that junior/senior timelines, college applications, etc. are being followed. Students taking RS classes, especially those at college full time, should plan to check in regularly at the high school to stay informed. This includes reading the bulletins online, attending class meetings, and having regular appointments with the high school counselor.
- 11) The SSD is on a semester (18 week) schedule and the community colleges are on a quarter (11-12 week) schedule. Starting, ending, and vacation dates will be different. Missing school at one school because the other is not in session will not be accepted as an excused absence. It is sometimes difficult to coordinate daily schedules when attending each school part time. This is particularly challenging during exam periods. A student must not enroll in community college courses that conflict with his/her Glacier Peak High School schedule.

- 12) The student must purchase his or her own books for the classes and pay any parking and/or incidental fees.
- 13) Students who drop out of RS mid-term or are no longer eligible for running start due to suspension by the college for poor academic performance will not be able to re-enter GP classes until the beginning of the next term. **This may adversely affect graduation.**
- 14) RS students are eligible to participate in high school activities, including athletics, dances, assemblies, senior picture, Senior Celebration, and the graduation ceremony.
- 15) Students are responsible for officially dropping any GP classes or community college classes before the drop deadlines (generally within the first 10 days of the semester).
- 16) Diplomas will not be issued for RS students until grades are received from the community college and transcripts are finalized.
- 17) The student must furnish his or her own transportation to the community college.
- 18) For additional information, forms, deadlines, etc., refer to the community college website.

Snohomish School District Running Start Class Equivalencies 23-24

	Cascadia College	Everett Community College	Edmonds Community College	Shoreline Community College	Bellevue College	Lake Washington Technical College
English	ENGL& 101+	ENGL& 101+ JOURN 101, JOURN 110, JOURN 111	ENGL& 101+ HUM 108, HUM 109, HUM 235, JOURN 115+	ENGL& 101+	ENGL& 101+	ENGL& 101+
Mathematics	MATH 095*, MATH& 107+, ACCT 140 MATH 085* ~ACCT 140, ~ACCT& 201+ ~IT-CS 142 (RCW 28A.230.300)	MATH 096*, MATH 099*, MATH 100+ ~ACCT 110, ~ACCT& 201+ ~CS& 141, CS 110 (RCW 28A.230.300)	Math 097*, MATH& 107+ MATH 087* ~ACCT& 201+ ~CS& 141, ~CS 115 (RCW 28A.230.300)	Math 099*, MATH& 107+, ~ACCT 104, ~CS 121 ~ACCT& 201+ ~CS& 141 (RCW 28A.230.300)	MATH 098*, MATH 099*, MATH& 107+, ~ACCT 101, ~BUS 145 MATH 097* ~ACCT& 201+ ~CS 209+ (RCW 28A.230.300)	MATH 098*, MATH 099*, MATH& 107+, ACCT 111, ACCT 121, ACCT& 201+, ENGT 131, ENGT 132 ~MATH 090 ~CS& 141 (RCW 28A.230.300)
Science	ASTR& 100+, ATMS 101, BIOL 120+, CHEM& 105+, ENV&S& 101+, GEOL& 101+, NSCI 101+, OCEA& 101+, PHYS& 100+ ~IT-CS 142 (RCW 28A.230.300)	ASTR& 100+, BIOL&100+, CHEM&110, BOT 113+, ATMS 101, ENV&S& 100+, GEOL 102+, OCEA& 101+, PHYS 102+ ~CS& 141, ~CS 110 (RCW 28A.230.300) NAT S 107	ASTR& 110+, ANTH& 215, BIOL& 100+, CHEM& 110+, GEOL& 101+, PHYS& 110+, ENV&S& 101+, HORT 102+ ~CS& 141, ~CS 115 (RCW 28A.230.300)	ASTR& 101+, BIOL 107+, CHEM& 110+, ENV&S& 100+, GEOL& 101+, PHYS 110+, OCEA& 101+ ~CS& 141 (RCW 28A.230.300)	ASTR& 100+, BIOL& 100+, BOTAN 110+, CHEM 100+, ENV&S& 100+, OCEA& 101+, PHYS& 100+ GEOL& 101+, ENV&S& 100, ANTH& 215, ~CS 209+ (RCW 28A.230.300)	CHEM& 121+, PHYS& 114+, ENV&S& 101, HORT 103+, GEOL& 101 BIOL& 160 ~CS& 141 (RCW 28A.230.300)
U.S. History	HIST& 146, HIST& 147, HIST& 148	HIST& 146, HIST& 147, HIST& 148	HIST& 146, HIST& 147, HIST& 148 HIST 104, HIST 105, HIST 106	HIST& 136, HIST& 137, HIST& 146, HIST& 147	HIST& 146, HIST& 147, HIST& 148	HIST& 146, HIST& 147, HIST& 148

Government	POLS& 202, POLS& 204, POLS 206	POLS& 202, POLS& 204, POLS 205	POLS& 202, POLS& 204, POLS 206	POLS& 202	POLS& 202	POLS& 202
WA State History	HIST& 214	HIST& 214	HIST& 214	HIST& 214	HIST& 214	Not Available
World History	HIST& 126, HIST& 127, HIST& 128	HIST 103, HIST 111, HIST 112	HIST 111, HIST 112, HIST& 116, HIST& 117, HIST& 118, HIST& 126, HIST& 127, HIST& 128	HIST 234, HIST 235, HIST 236, HIST 237, HIST 238 HIST& 116, HIST& 117, HIST& 118	HIST 103 HIST 120	HIST& 126
World Language	ASL& 121+, CHIN& 121+, FRCH& 121+, JAPN& 121+, SPAN& 121+	ASL&121+, ARAB 121 +, CHIN& 121+, FRCH& 121+, GERM&121+, ITAL 121+, JAPN& 121+, RUSS&121+, SPAN 121+, SWA 121+	ARAB 100+, ASL&121+, FRCH& 121+, JAPN& 121+, SPAN& 121+	ASL& 121+, CHIN& 121+, FRCH& 121+, JAPN& 121, SPAN& 121+	ASL121+, CHIN&121+, FRCH&121+, GERM& 121+, ITAL 121+, JAPN& 121+, SPAN& 121+	ASL& 121+, SPAN& 121+
Fine Art	ART 100+, DRMA& 101+, MUSC 105+	ART 100+, DRMA 100+, PHOTO 110+, FILM 100+, MUSC 105+ GRAPH 113+	ART 100+, DANCE 130+, VISCO 110+, MUSC 101+, DRMA& 101, PHOTO 101+	ART& 100+, CINEM 201+, DRMA& 101+, MUSC 100+, VCT 101+	ART 100+, DANCE 130+, DMA 100+, DRMA& 101+, MUSC 100+	ART& 100+, DSGN 117+,
Physical Ed	Not Available	PEHW 100-199	PE 100+	PE 105+, NUTR 188	PE 100+	Not Available
Health		PEHW 203 (health only)	HLTH 100+	Not Available	HLTH 250	Not Available
Career & Technical Education	Any Business, Technology, Vocational, or Family & Consumer Science course level 100 or greater. Speak with your school counselor for information.					

NOTES:

An * symbol indicates a course under 100 level; this class will not be paid for through Running Start.
 A ~ symbol indicates that course is equivalent to a third-year math or science course.
 An & symbol in the title indicates that course is equivalent at community colleges across the state.

Any course not listed in a subject area above can be Any course not listed in a subject area above can be taken but Each college credit is equal to 0.2 high school credit. (Example: 5 college credits = 1.0 high school credit)

	# of High School Classes	Free College Credits
	0-1	15
	2	12
	3	10
	4	6
	5	3
	6	0

Glacier Peak High School Running Start Expectations

This is a requirement for any student who intends to attend Running Start (full-time or part-time). This form outlines the expectations that Glacier Peak High School students will be held to for Running Start.

✓	Running Start Expectations, Student Checklist
	At the beginning of the school year, it is your responsibility to come into the GP Library and reset your SSD login.
	Regularly check your SSD email.
	Check SSD and Glacier Peak website for changes in daily schedule.
	Check Glacier Peak Weekly Bulletin for updates regarding class meetings and graduation information.
	Complete High School and Beyond Plan requirements associated with their grade.
	Request your Enrollment Verification Form at least 2 weeks prior to registration, through the preferred request method of your counselor.
	Refrain from requesting an EVF the first week of the semesters. Dates to avoid contacting your counselor: Two weeks before the start of GP semesters
	Communicate with your counselor about what classes you intend to sign up for and which you do register for.
	Notify your GP counselor if you are dropping a college course.
	Understand that your Running Start schedule cannot interfere with your Glacier Peak High School schedule.
	Contact Mrs. Hoen (tracy.hoen@sno.wednet.edu or 360-563-7604) to schedule your RSEVF appointment. Counselors are not available for drop-in RSEVF appointments.
	Refer to the course equivalency sheet and take the appropriate classes that your counselor went over with you. If unsure or need clarification, please consult with your counselor prior to registering for a different class.
	Once you discuss needed classes for graduation it is the student's responsibility to make sure you are signed up for the correct equivalency classes, as counselors cannot see registered college courses until after deadline.
	If you are electing to pursue a PE alternative (online or waiver), your PE should be done no later than Fall of Senior Year.
	Please understand that once you are committed to Running Start, you are a college student and the responsibility of registration, grades, assignments etc... rests solely on the student.

GLACIER PEAK COUNSELOR COPY
Running Start Agreement for Participation

I have read the Agreement for Participation in Glacier Peak High School Running Start and understand all the requirements.

Student Signature: _____ Date: _____

Print Student Name: _____

Student Non-School Email Address: _____

Cell Phone: _____

CTCLINK ID: _____

English placement: _____ Math placement: _____

Parent Signature: _____ Date: _____

Print Parent Name: _____

Parent Email Address: _____

Questions? Text: 360-362-1744