

IDAHO STATE UNIVERSITY EARLY COLLEGE PROGRAM PARENT/GUARDIAN PERMISSION FORM

To High School Students and Parents: Some classes at your high school are offered as dual credit classes, in which a student – in both academic and technical areas – may earn both high school and college credit for the same class. An eligible student also may choose to take a dual credit class at a rural ISU Outreach site, a web-based course or a course held on-campus.

Important Information about Dual Credit and ISU's Early College Program

- **This permission form applies to each class that ISU offers for dual credit at a high school, web-based or at a rural distance education center.** *The parent must give separate permission if a student chooses to enroll in an on-campus course (contact ISU at 208.282.6067).
- **When a student registers for dual credit, ISU establishes an official ISU transcript.** Each ISU course that the student takes becomes part of a permanent transcript. A student accepts a challenge by registering for college level work that requires additional study time and responsibility alongside their regular high school course. An ISU credit is generally transferable to other higher-learning institutions. The student is responsible to check with other institutions to be sure if an ISU credit is transferable and how an institution will accept the credit. An ISU official transcript is available with a cost for the student to request after ISU has recorded its final grades. *For information on ordering transcripts, go to transcripts.isu.edu on the web, or call (208) 282-3336.*
- **In order to receive college credit, a student must register for credit and submit payment to ISU by the posted deadline for each course that the student takes.** ISU charges reduced fees for any course taught in a high school. *Note: classes cover college-level material and may include discussions with adult themes.*
- **To be eligible for dual credit academic courses,** a student must have a **3.0 cumulative high school GPA** and have **either attained at least 16 years of age or completed ½ of the required high school credits for graduation** as certified by the high school. *ISU may grant an exception with additional approval.*
- **In order to take a course, a student must have met each required prerequisite.** Before ISU can process registration for any English or math course, the student must submit passing placement scores. *The student must check with the Early College Program Office (282-6067) or the student's English or math instructor concerning each required placement score.*
- **The dual credit high school teacher assigns and posts each final ISU grade at each term's end.** Because grading scales may vary among ISU departments, *the student's ISU grade and high school grade may not be the same.*
- **If a registered dual credit student drops a high school course, then the student also must drop any corresponding ISU academic course.** In order to avoid placing a low grade on a student's college transcript, the student must complete ISU's withdrawal procedure by ISU's established deadline. ISU charges a \$25 refund processing fee for any paid course that a student drops by the due date. ISU does not grant any refund for any withdrawal. *Contact the Early College Program office at 282-6067 for any ISU withdrawal.*
- Students registered for college level work have certain rights under the Family Educational Rights and Privacy Act (FERPA) regardless of whether they have reached the age of eighteen. Please refer to the Student Rights and Privacy section under "Current Students" on the Early College web site: <http://earlycollege.isu.edu>. Questions on FERPA should be addressed to reginfo@isu.edu

Tech-Prep Specific Information

- * **ISU will create a transcript record for any technical course in which a student has: enrolled, registered for credit and earned a grade.**
- * A student also has an option to request ISU to transcript the student's credit **no later than two years** after graduating from high school: (a) at **no cost** if attending ISU; or (b) at **\$15 per credit** for any transfer to any other higher education institution. **A student who chooses this option receives an "S" recorded grade (for satisfactory) instead of a specific letter grade.**
- * **ISU does not require any student who enrolls in technical courses to meet a 3.0 GPA or age requirement.**
- * Any student who wishes to withdraw early from a Tech Prep course should contact the Tech Prep Office at 282-4663.

A LEGAL PARENT OR GUARDIAN MUST COMPLETE AND SIGN THIS FORM, SENDING ONE COPY TO ISU. HOLD A SECOND COPY FOR YOUR RECORDS. ISU MUST RECEIVE THE FORM BEFORE IT CAN APPLY YOUR PAYMENT TO A STUDENT'S FIRST DUAL CREDIT REGISTRATION. THIS FORM GIVES PERMISSION FOR EACH DUAL CREDIT CLASS THAT THE STUDENT TAKES DURING THE STUDENT'S HIGH SCHOOL CAREER.

My child, _____, has chosen to enroll in ISU's Early College Program and/or Tech Prep program. I understand the information outlined above and give permission for my child to participate until the child graduates from high school or is no longer eligible for dual credit. I will notify ISU, in writing, if this permission is withdrawn.

Parent/Guardian Signature: _____ **Date:** _____

Student's Date of Birth: _____ **Mailing Address:** _____

City, state, zip code: _____

ISU ID No. or SSN: _____ (ISU ID assigned after first registration is submitted)