



POWERED BY K12

## Concurrent Enrollment Registration Form Fall 2024

You have indicated that you are interested in enrolling in a college course while still in high school. The State of Colorado provides several options for high school students who meet high school standards to begin college early. The purpose of these options includes promoting content standards, providing academic challenges, and providing access to academic courses that may not be available at a local high school to meet high school graduation requirements. Persons under twenty-one years of age, enrolled in the second semester 9<sup>th</sup> grade and any 10<sup>th</sup>-12<sup>th</sup> grade, who demonstrate academic preparedness, are eligible for concurrent enrollment programs. To enroll at a Community College a student must have completed the minimum course prerequisites and all required assessments.

**Student/Parent or Guardian Section:** to be completed by student and Parent or Guardian

Student's Name: \_\_\_\_\_ Grade Level \_\_\_\_\_ Term **Fall 2024**

Date of Birth \_\_\_\_\_ Student District SASID \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Parent / Guardian \_\_\_\_\_

College Attending for Concurrent Enrollment \_\_\_\_\_

Concurrent Enrollment Course Information:

Subject	Course Number	Title	Credit Hours

**Attention Student:** Prior to adding, dropping, or withdrawing from a class, you must contact your high school counselor.

**Attention Student and Parent or Guardian:** Your signature indicates that you wish the above-named student to participate in the Concurrent Enrollment Program and agree to the following:

- ✓ That advice and counsel regarding such participation has been received from your current high school counselor.
- ✓ The course(s) must fit your Individual Career and Academic Plan (ICAP) and CODCA graduation requirements.
- ✓ In compliance with the **Family Educational Rights and Privacy Act (FERPA) of 1974**, the Student gives permission to \_\_\_\_\_ (college) to report absences, disciplinary issues, and the release of grades, transcripts, in progress grades, and class schedules to **Destinations Career Academy of Colorado** for the courses enrolled under the Concurrent Enrollment program. The signatures below indicate authorization of my College Opportunity Fund (COF) to the College and acknowledge receipt of and abidance to the Statewide Agreement between **Destinations Career Academy of Colorado/Julesburg** (school district) and \_\_\_\_\_ (college). I authorize the High School/School District to release my SASID # to the college for the purpose of COF, at institutions which receive COF funding.

# DESTINATIONS CAREER ACADEMY of COLORADO

POWERED BY K12

- ✓ Due to FERPA (Family Education Rights and Privacy Act), college in-progress grades are recorded and reported in the college information management system and are not available in the CODCA system until final course grades are reported on the high school transcript. Students are encouraged to self-advocate as much as possible and are encouraged to be transparent with their parent/guardian and share grades and attendance information. To allow a parent/guardian access to speak to the college instructor, the CE student must complete a FERPA form with the college. Once completed, the CE student submits the form to the Registrar’s Office of the institution of higher education (i.e. Pikes Peak Community College). The instructor will verify FERPA completion before meeting with the student and parent/guardian.
- ✓ **Official transcripts must be submitted to CODCA Registrar Peggy Lavery for high school credit to be awarded upon the completion of each semester. Transcripts must be sent to [plavery@k12.com](mailto:plavery@k12.com). Without an official college transcript, college course will not be added to the CODCA transcript. Further, concurrent enrollment courses will not be approved for the subsequent semester if an official transcript is not received.**
- ✓ Credits from the concurrent enrollment class(es) will be transferred to each student’s high school transcript in accordance with Carnegie Units. Carnegie Units are defined as 120 hours of class or contact time with an instructor over the course of a year at the secondary (high school) level. Please contact your high school counselor with additional questions.
- ✓ Destinations Career Academy of Colorado agrees to pay for tuition.
- ✓ Student and Parent/Guardian agree to pay for any fees, books, or additional costs outside of the student’s tuition.
- ✓ Failing a college level course results in exclusion from the Concurrent Enrollment program at CODCA for a minimum of 1 school year. Students must write a letter of appeal to the Principal requesting reconsideration prior to being allowed back into the CE program. Writing a letter does not guarantee approval. All courses failures are reviewed on a case-by-case basis.

In signing this agreement, I agree to all information outlined above.

\_\_\_\_\_  
Student Signature and Date

\_\_\_\_\_  
Parent/guardian Signature and Date

**Email this form to your high school counselor who will complete the remaining information on your behalf.**

\*\*\*\*\*

**School Section on Student Eligibility:** To be completed by High School counselor/principal.

- This student demonstrates the academic preparedness necessary to enroll in a college level course and complete the assignments for the course.

High School Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

High School Principal or CTE Admin Signature: \_\_\_\_\_ Date: \_\_\_\_\_