MCHENRY COUNTY COLLEGE

High School Plus Registration Form

This form must be completed **each semester** the student wishes to participate in the *High School Plus* program at MCC. See the reverse side.

I am enrolling for (select one): ❑ Fall ❑ Spring ❑ Summer **20_____ (Year)**

I am enrolling for (select one): ❑ Running Start ❑ Partnerships for College & Career Success (PCCS) **(NO TRANSCRIPT NECESSARY)**

_____

Last Name **First** **Middle**

_____

Street Address **City** **State** **Zip Code**

_____ _____ _____ _____

Home Phone **Alternative Phone** **Social Security Number** **Age** **Birth Date** **Gender:** ❑ **M** ❑ **F**

_____ _____ _____

PRINT: **High School/Home School** **Graduation Month/Year** **Parent/Guardian Name**

Email address_____personal e-mail address preferred.

Ethnic Origin: Providing the requested information is voluntary and used for statistical purposes only (select one):
❑ Asian or Pacific Islander ❑ Black/non-Hispanic ❑ White/non-Hispanic ❑ American Indian or Alaskan native ❑ Hispanic

Course Selection

Course Prefix, Number & Section	Title	Credit Hours

Reason for taking course(s): _____

Access & Disability Services: Would you like information regarding available support services, such as tutoring or alternative testing? ❑ **Yes** ❑ **No**

I AM RESPONSIBLE FOR ATTACHING A COPY OF MY HIGH SCHOOL TRANSCRIPT OR HOME SCHOOL ACADEMIC RECORD.

I have read and agree to the requirements on the reverse side. When I enroll at MCC, the courses and grades will remain on my official college transcript. If I desire high school credit in addition to college credit, I understand it is my responsibility to contact my school directly. By signing this form, I give permission for MCC to disclose information relative to my enrollment and progress at MCC to my parents and high school/middle school officials.

NOTE: MCC grades and attendance will be posted in Canvas, MCC's new learning management system.

_____ _____ _____ _____

Student Signature Date Parent/Guardian Signature Date

HIGH SCHOOL/HOME SCHOOL OFFICIAL USE ONLY : To be completed by High School/Home School Official

I have reviewed and approve the courses listed in the Course Selection section of this form.

This student will be receiving high school credit for these courses: ❑ **Yes** ❑ **No** A choice must be indicated or form is not valid.
❑ **Yes** ❑ **No** Transcript/academic record is attached

_____ _____ _____

Print - High School/Home School Official **Signature of High School/Home School Official** **Position** Date

MCC **ADVISING** USE ONLY:_____Advisor Signature _____Date ❑ **Transcript Attached**

MCC **ACADEMIC DIVISION OFFICE** USE ONLY: **Return this form to student. Student must return to Advising with this form after signature(s) are acquired**

_____ _____ _____

Signature of MCC Instructor (Students Age 15 and below) Date Signature of MCC Executive Dean (Students Age 13 and below) Date

Original – Tony Capalbo - If a copy is desired by student or high school please make a copy prior to registering at MCC. Smz06 2015

MCHENRY COUNTY COLLEGE
HIGH SCHOOL PLUS PROGRAM

High School Plus is a program that enables eligible students still in high school or younger to seek an expanded educational challenge. The student enrolls in MCC college classes for the purpose of earning both college and high school credit, or just college credit. Granting of high school credit is a decision made by the high school or home school official. Please note:

- All courses remain on the student's permanent MCC transcript including grades and/or withdrawals.
- After high school graduation, student follows the MCC New Student Enrollment procedure as college students.

ELIGIBILITY

A. This opportunity is available to individuals who demonstrate strong academic ability based on performance either inside or outside of the classroom (e.g. GPA, test scores, extracurricular activities).
B. Course prerequisites must be satisfied as identified in the McHenry County College Catalog.
C. McHenry County College has a **Making Academic Progress** policy that goes into effect when a student accumulates 12 credit hours or more. This policy requires that students maintain a 2.0 "C" grade average. If a student fails to do so, the student will be put on academic restriction.
D. MCC will adhere to a **selection process for the PCCS Program only** when the demand for a class is greater than seats available. A priority system will be established to rank students using the following criteria:
    1. Senior status
    2. Cumulative grade point average

REGISTRATION PROCEDURE

Students MUST complete the *High School Plus* Registration form each semester they wish to take courses at MCC.

1. Student meets with high school counselor or home school official and obtains permission to enroll in selected course(s). Student must meet all prerequisites for the course(s).
2. Student completes MCC *High School Plus* Registration form, obtaining all required signatures. Course Selection section on reverse side must be fully completed by student and approved by high school or home school official.
3. Student meets with MCC advisor on a walk-in basis, room A257, telephone 815-479-7565. Student brings completed *High School Plus* Registration form and copy of **high school transcript or copy of academic record** for home schooled students.
4. If student is taking an English, reading, or math class OR a course that requires one of these as a prerequisite, placement tests must be taken in the Testing Center at MCC, room A245, telephone 815-455-8984. Tests are given at no charge on a walk-in basis. ACT scores may be used in lieu of placement tests depending on scores. Your high school counselor or a MCC advisor can give you ACT score information.
5. After meeting with an advisor, student takes the completed *High School Plus* Registration form, **high school transcript, or academic record,** placement information (if relevant) to the Registration Office, room A258, to register for course(s) and pay tuition.
6. Textbooks may be purchased in the MCC bookstore.

STUDENTS AGE 15 AND BELOW (at start of class): **In addition to the procedures above**, the following requirements apply:

- STUDENTS AGE 14 AND 15 must obtain a signature from the MCC instructor.
- STUDENTS AGE 13 AND BELOW, along with parent/guardian, must meet with the MCC instructor and then the Executive Dean for course approval. Students must obtain signatures from both the MCC instructor and the Executive Dean.

Questions regarding the *High School Plus* program may be directed to Kellie Carper-Sowiak, Manager of New Student Transitions, at (815) 455-8670 or Tony Capalbo, Associate Dean for College & Career Readiness at (815) 455-8569.