

# 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 for eligibility and registration procedures prior to completing this form.

**I am enrolling for (check one):**  Fall (Aug.-Dec)  Spring (Jan.-May)  Summer (May – Aug.) 20\_\_\_\_ (Year)

**I am enrolling for (check one):**  Running Start  College in High School  Partnerships for College and Career Success (PCCS) (formerly Tech Prep)

**All Students:** Please provide Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_. **For Students participating in the Basic Nurse Assistant Training program:** State Law requires that you provide proof of a valid SSN to your instructor. [210 ILCS 45]

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Last Name First Middle Age Birth date Gender:  Female  Male

\_\_\_\_\_  
Street Address City State Zip Code County

\_\_\_\_\_  
High School/Home School Graduation Month Year

\_\_\_\_\_  
Parent/Guardian Name Home Phone Alternative Phone

**Ethnic Origin:** Providing the requested information is voluntary and used for statistical purposes only (check 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): \_\_\_\_\_

**For Students with Special Needs:** 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 ANGEL®, MCC's learning management system, for students enrolled in the **PCCS program only**. Students, MCC instructors, and high school officials can access this information daily using the student ID number.

\_\_\_\_\_  
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.**  
 **Verify transcript/academic record is attached**

\_\_\_\_\_  
Print Name Above Signature of High School/Home School Official Position Date

### MCC OFFICE USE ONLY

\_\_\_\_\_  
Acceptable MCC Placement Test scores (or ACT scores) in \_\_\_\_\_  **Transcript Attached**

\_\_\_\_\_  
Advisor Signature

Based upon my review and in consultation with the student, I hereby concur that the above named student be enrolled in the course(s) identified.

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

## **MCHEMRY 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, extra curricular 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:** 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, Coordinator of High School Recruitment, at 815-455-8670 or Tony Capalbo, Director of Perkins and *High School Plus* at 815-455-8569.**