

## **MILLINOCKET SCHOOL BOARD POLICY**

### **POST-SECONDARY ENROLLMENT OPTIONS**

The intent of this policy is to establish the requirements for student enrollment in post-secondary courses taken before high school graduation.

#### **Eligible Institutions**

Students may take courses at eligible post-secondary institutions within Maine, which include the University of Maine System, the Vocational Technical College System and Maine Maritime Academy.

Students may be allowed to take courses at private colleges or other institutions. Any such requests shall be considered on a case-by-case basis to the extent that funds are available.

#### **Student Eligibility Requirements**

A student may take no more than two courses per semester and four courses per academic year.

A student must meet the following criteria prior to enrolling in a post-secondary course:

Statutory requirements:

- A. Have a minimum of a “B” or 3.0 average in his/her courses overall;
- B. Meet the course admission standards of the eligible institution;
- C. Provide evidence of parent/guardian approval for taking the course; and
- D. Obtain approval from the principal and guidance counselor. The student must meet with his/her guidance counselor to develop a plan describing how the course will help the student meet graduation requirements in order to obtain approval.

### **Exceptions to Eligibility Requirements**

Statutory requirements effective September 18, 1999:

A student enrolled in grade 11 or 12 who does not meet the “B” or 3.0 average in his/her courses overall is eligible to take a post-secondary course provided that he/she:

- A. Has been assessed and received a recommendation to take the course from the school administration; and
- B. Has been approved for participant in the course by the eligible institution.

### **Awarding of Credits**

The eligible institution shall grant full credit to any student who successfully completes a course.

High school graduation credit for a course taken under this policy shall be awarded as follows:

- A. The course must meet for a minimum equivalent of one semester.
- B. The student must earn a passing grade in the course.
- C. Attendance must satisfy the instructor’s requirements.

The Administration may request that the eligible institution record and report attendance to the high school.

- D. If the above criteria are met, the student shall receive credit

### **Financial Assistance**

- A. The Maine Department of Education shall pay applicable tuition costs for any student enrolled in a course under this policy if the eligible institution requires tuition payment.
- B. The student and his/her parent/guardian are responsible for paying for all textbooks, course fees and transportation costs.

### **School Unit Reporting Requirements**

The Superintendent shall ensure that information concerning post-secondary enrollment options is made available to parents and students.

The Superintendent shall provide an annual report to the School Board regarding the number of students taking courses at post-secondary institutions and the courses taken.

Legal Reference: 20-A MRSA § 4771 et seq.

First Reading: 3-24-15

Adoption: 4-7-15