

Running Start

Everything you need to know

Agenda

Running Start Website

Contract

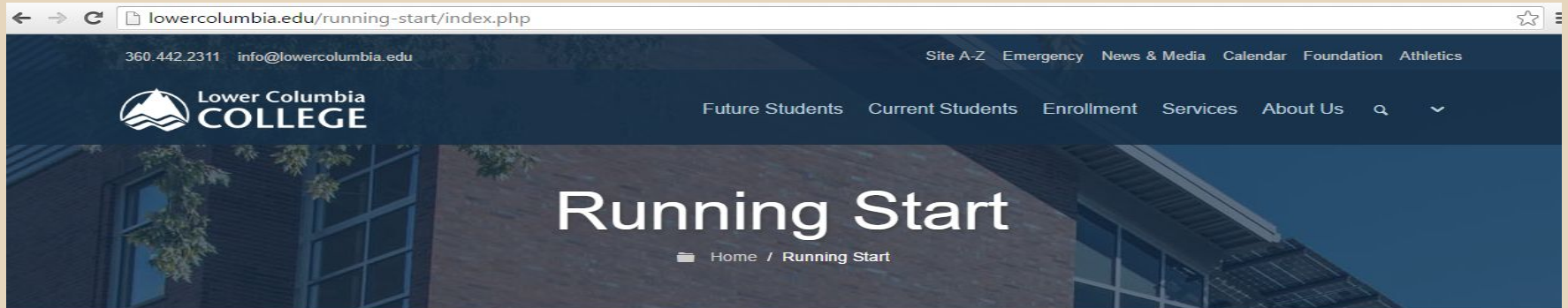
Enrollment Verification Form

LCC Website

- Schedule
 - Much like skyward you can see your schedule
- Email
 - Imperative to success in Running Start
- Transcripts
 - They will not send us official transcript
 - Only needed at KHS if you have had a grade change

Running Start Website

<http://lowercolumbia.edu/running-start/index.php>



- Running Start Home
- How to Get Started
- Quarterly Registration Process
- Forms & Information
- Frequently Asked Questions

Feedback

Welcome to Running Start

Feel free to explore our website, drop in to see us on the second floor of the Student Center, or call us at 360.442.2442.

What is Running Start?

Running Start is a statewide partnership between Lower Columbia College and local high schools in Washington. The program allows high school juniors and seniors to attend LCC tuition free and have the credits count for both high school and college credit. College credits are paid for by the school; saving families money as students begin their college careers. The college credits completed in Running Start will transfer to most universities and save the student time, effort and money. Students can select a schedule that works for them and allows them to easily coordinate classes, work, family, faith and other personal commitments.

- Students may enroll simultaneously in high school and college classes, or solely at the college.
- LCC offers day, evening, and online courses

[How do I know if Running Start is right for me....](#)
and other frequently asked questions.

Related Links

- > [Campus maps](#)
- > [Middle school programs](#)
- > [High school programs](#)

Contract

- Students must be a junior or senior at Kelso High School based on chronological years in school; and have a cumulative GPA of 2.50.
- Students must meet the Running Start requirement of a B /3.0 average in their high school English Language Arts classes.
- Students who are attending Kelso High School on a boundary waiver must attend a minimum of one class at Kelso High School, in addition to their Running Start classes. If they choose not to take a class at Kelso High School, the student will be required to return to their home district.

Contract Cont

- Students must maintain a 2.0 GPA at the college in order to continue in Running Start. Once a student drops below the GPA requirement, they will be on probation the following quarter. Students with two consecutive quarters below a 2.00 GPA will be suspended from the Running Start program. An appeal can be filed with the college Running Start office.
- Students who withdraw or are suspended from Running Start are required to enroll full time at the high school. This may cause loss of credit if done in the middle of a trimester.
- A full-time Running Start student would need to be enrolled in a minimum of 12 credits at the college. Students enrolled at the college and KHS would need to be enrolled in an equivalent of 2.50 high school credits. Students enrolled in less than 12 credit hours must have a minimum of one class at Kelso High School.

Contract Cont

- A student participating in Running Start is starting a permanent college transcript which includes a college GPA. Grades received through Running Start will be transcribed on the Kelso High School transcript. If requesting a grade change, students are responsible for submitting an updated transcript to KHS. Failure to do so will result in inaccurate KHS transcript/GPA.
- Marks/grades issued by the college cannot be changed or altered by the high school, or omitted from the high school transcript. The high school transcript must designate courses taken through Running Start.
- The Becca Bill requires students to attend high school full time to age 18. Students enrolled part-time at the college must also be enrolled at the high school to meet this requirement. A full time student is taking the equivalent of 5 high school classes.

Contract Cont

- Students taking courses at both the high school and college must arrange college courses so they do not conflict with the schedule of courses being taken at the high school. Students cannot generate more than a 1.2 FTE of classes.
- Any student wanting to participate in a college musical performance group is required by WMEA to also participate in the high school performance group.
- Students MAY NOT participate in intercollegiate sports at the college. Students MAY participate in Kelso High School sports if they maintain a full schedule and meet WIAA rules.
- Students should check with the college/university they plan to attend to verify status of transferring Running Start classes.

Contract Cont

- Students are responsible for all non-tuition costs such as books and student fees for college classes, as well as transportation. Students on Free or Reduced lunch may access a program through the RS office that will waive excess tuition and fees.
- Students must follow all procedures and meet deadlines set by the college for enrolling and withdrawing from classes. Deadlines are posted on LCC's website at:
<http://lowercolumbia.edu/running-start/index.php>
- Running Start students are required to meet all high school (credit and non-credit) graduation requirements if they are planning to receive a Kelso High School diploma.
- Participation in commencement at KHS is a privilege earned by students who meet requirements and are enrolled full-time. Failure to be full-time may result in a loss of this privilege.

Contract Cont

- Running Start students are responsible for following all high school policies and procedures.
- Running Start students are responsible for obtaining information regarding high school activities and events, daily schedule changes, and deadlines by reading the daily bulletin, and other posted information on the school website.
- Absences due to Running Start conflicts must be prearranged and reported to the attendance office.
- A high school senior who is enrolled in Running Start and fails a college class which causes him/her to not graduate, is eligible to access Running Start during the 13th year to complete only the courses needed to graduate.

Contract Cont

- Running Start Students, like all KHS students are required to meet all graduation standards, including state assessments; ELA (Language Arts), Math, and Biology. Students are required to participate in the Smarter Balanced Assessment. Students can arrange their testing schedule around their LCC classes, but **MUST** make arrangements with their high school counselor.
- Running Start students should not be on the KHS campus unless they are attending a class period or have legitimate business. Students found loitering will be no trespassed for the period of time they should be off campus.
- Due to the selection process of Valedictorian/Salutatorian being based on the number of AP and college in the high school classes that are taken, Running Start students will not be considered for Valedictorian/Salutatorian.

Requirements

Junior year courses taken at KHS

Language Arts 11 (two trimesters)

United States History (two trimesters)

Senior year courses taken at KHS

Language Arts 12 (two trimesters)

Social Studies Elective (one trimester)

American Government

Equivalent College Courses

English 101 & another English Course
(MUST TAKE BOTH)

History 136 and 137 (MUST TAKE BOTH)

Equivalent College Courses

Must take two English courses

English 101 if first time RS is senior year
English 102 **and** another English course

Choose ONE of the following:

Psychology – PSYC 100

Economics –ECON 105

Criminal Justice –POLS 220

Human Geography–HUM 110

Sociology-SOC 101

Am. Gov.-POLS 202

Registration

How to Register

The registration process is the same each quarter. You will receive an e-mail and a letter in the mail telling you it's time to register for the next quarter. The e-mail will have a fillable PDF of the Running Start Enrollment Verification Form (EVF) and will notify you when the online schedule will be available.

Running Start Priority Registration

Priority registration is when students who have earned college credits at LCC are allowed to register for classes. The more credits you've earned at the College, the earlier you are allowed to register.

Running Start students register two weeks before the College's priority registration. Since we go before those students, our staff can only fill a class up to 25% of the roster size with Running Start students before regular LCC priority registration begins. For example, a 20 seat English 101 class can only have 5 Running Start students enrolled before the College's priority registration begins. If that limit is reached when you come to register during Running Start priority, then our office has to wait until your assigned LCC priority date and time.

Registering for Running Start

- Open fillable EVF
 - fill out all the way to college term section
 - the college SID# is your 900#
 - the SSID# is your state school ID- NOT your social security number please leave this blank
 - Print the form and have your parent/guardian sign

Enrollment Verification Form (EVF)



Running Start Enrollment Verification Form

Student	Student Name: _____ Last Name First Name MI			<input type="checkbox"/> Check if this is a revision		
	Home Phone: _____ Cell Phone: _____		<input type="checkbox"/> New Student		<input type="checkbox"/> Returning Student	
Email Address: _____ SSID#: _____			<input type="checkbox"/> Student Enrolled in Multiple Colleges			
Responsible Parent/Guardian: _____			<input type="checkbox"/> Spring Quarter Eligibility Adjustment Form (SQEAF) attached			
College: _____ College SID #: _____						
School Year: _____ High School: _____ District: _____						
Grade Level: <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> 5 th Year Senior - Available for meeting district graduation requirements only (WAC 392-169-055(4)).						
College Term: _____ Location of Running Start Class: <input type="checkbox"/> For HS at college campus: <input type="checkbox"/> College Quarter <input type="checkbox"/> College Semester						
<input type="checkbox"/> College Campus			Fall, Winter, Spring qtr. / 1 st or 2 nd sem.			
<input type="checkbox"/> High School			For RS in the high school: <input type="checkbox"/> HS Year <input type="checkbox"/> HS Semester <input type="checkbox"/> HS Trimester			
			1 st or 2 nd sem. / 1 st , 2 nd or 3 rd trim.			
High School Term: <input type="checkbox"/> HS Semester * <input type="checkbox"/> HS Trimester _____ <small>*For college winter quarter, high schools on semester schedule, use student's 2nd HS semester schedule.</small>						
For the high school term, the student will be enrolled in high school and skill center classes equaling _____ full-time equivalent (FTE).						
Student is eligible for a maximum of _____ Running Start FTE, without incurring college tuition costs, based on the above stated high school/skill center FTE.						
Comments: _____						

Recommended Running Start Classes: <small>The formula for calculating a Running Start class' FTE is: ((# of enrolled credits ÷ 25) x 3 ÷ # of months)</small>						
College Course (Dept & Number)		# of College Credits	# of Months for Class	FTE	High School Equivalency	# of HS Credits
Total Running Start FTE						
Signature of High School Counselor		Date	Signature of College Running Start Advisor		Date	
High School Counselor Printed Name		Phone Number	College Running Start Advisor Printed Name		Phone Number	
Student & Parent/Guardian I understand that: <ul style="list-style-type: none"> The student is responsible for understanding when his or her choice of schedule will result in tuition charges. If the student enrolls for more high school and college credits than are identified in the Running Start State Funding Limit Table, the student is responsible for: <ol style="list-style-type: none"> paying all college tuition and fees associated with exceeding the college credits identified in the table; or withdrawing from the excess college or high school course(s). The student is required to pay any class/lab fees charged for college classes. Enrollment in specific college classes cannot be guaranteed – even if the classes are needed to fulfill district high school graduation requirements. If the student begins Running Start in winter or spring term, eligibility for the previous term(s) that year is forfeited. To add/withdraw from a course, the student must complete the college Add/Drop process by the college deadline and notify the high school counselor. The student is responsible for ensuring that college courses completed as part of the Running Start program will meet high school graduation requirements. If the student plans to transfer, it is the student's responsibility to determine college admissions policies/deadlines and whether credits will transfer. The student gives permission for college staff to release his/her grades to the high school and to discuss various aspects of his/her program participation with the high school/district officials. I acknowledge that I have read, understand, and will comply with the conditions of Running Start participation and the expectations of college course enrollment.						
Student Signature (REQUIRED)		Date	Parent/Guardian Signature (REQUIRED)		Date	



Running Start Enrollment Verification Form

Student

Student Name: _____

Last Name

First Name

MI

Home Phone: _____ Cell Phone: _____

Email Address: _____ SSID#: _____

Responsible Parent/Guardian: _____

College: _____ College SID #: _____

Check if this is a revision

New Student

Returning Student

Student Enrolled in Multiple Colleges

Spring Quarter Eligibility Adjustment Form (SQEAF) attached

School Year: _____ High School: _____ District: _____

Grade Level: Junior Senior 5th Year Senior - Available for meeting district graduation requirements only (WAC 392-169-055(4)).

Make an appointment

- Make an appointment with your High School Counselor to complete their portion of the EVF. 360-501-1850
- Call 360-442-2442 to make a 15 minute registration appointment.
 - Ask for 30 minutes if you think you will need more time.

Add or Drop a class

- Can add or drop a class up to the 10th day of the quarter
 - after 10 days it is on your transcript
 - you need instructor permission to add after 4th day
- If after the 10th day of the quarter you decide to not complete a class then you will need to withdraw. Withdrawing will show on your transcript as a “W” in lieu of a grade.

How to add/drop

When a schedule change (Add/Drop/Withdrawal) needs to be made, the following process MUST be followed:

- The student must go to the LCC Running Start office for a copy of their EVF. Please do not go to the high school first. They do not know college deadlines or your options at LCC if you need to make changes.
- There is a chart on the back of the EVF that needs to be completed and signed by the parent or guardian, the high school counselor, and the student.
- The revised, signed form must be turned back into the Running Start office. If the form does not get turned in, then no changes will be made to the student's record. Changes cannot be backdated.
- Students need to check their class schedule online to confirm the requested changes were made.
- **The only exception to this process is when you make a lateral course change**, for example you want to take ENGL 102 at 8:00am daily instead of ENGL 102 at 12:00pm MWF.