

Summit Olympus Running Start Handbook

(Revised 08/10/2017)

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General Information and Eligibility

General Information

Summit Olympus, in partnership with local Community and Technical Colleges, offer the Running Start Program to expand the educational opportunities of high school students who are juniors and seniors. Students may take college level courses while still in high school and earn high school and college credit. Students should contact the school directors for the specific procedures for enrolling. (Some state 4 year colleges will enroll students under Running Start when no Community or Technical Colleges are present in the vicinity of the school service area.)

The student enrolls simultaneously in high school and college classes (or solely in college classes) for the purpose of earning credit to be awarded by the high school toward graduation and college quarter hours. Courses can be taken during fall, winter, and spring quarters only. Summer quarter is not eligible.

Eligibility

'Eligible students' means any person registered at a public high school in Washington State including a person who is otherwise attending a private school or receiving home-based instruction, who meets each of the following conditions:

1. The person is under the age of twenty-one at the beginning of the school year (September 1 through August 31st).
2. The person is eligible by reason of his or her residence or admission under the law to enroll in the school district through which the person seeks to obtain high school credit toward graduation.
3. The person is determined to be in the 11th or 12th grade based on credit/grade placement policies of the school district where the student is enrolled. (Some colleges may have G.P.A. requirements for admission.)
4. The person has not, as of the beginning of the school year, earned the credits required for a high school diploma, not received a high school diploma or its equivalent, including a General Education Development Certificate (GED).

Student Responsibilities and Logistical Parameters in Running Start

Parents and students should give careful consideration to the appropriateness of this program before enrolling. High school mentors/directors and college advisors are available to meet with parents and students to discuss the options. This is one of several options students have for the completion of high school. All options should be considered. Parents should take into consideration the maturity level of their child when discussing the possibility of participating in Running Start. Some students who are academically ready may find the independence and the speed of college classes overwhelming and would benefit from remaining in high school classes.

Running Start students are treated as college students and are eligible for support services, activities, and programs available to regular college students, with the exception of athletic participation.

Students are subject to the standards and discipline of the college while receiving services and benefits from the college and to the standards and discipline of a high school while receiving services and benefits from the high school.

Students are responsible for the information regarding academic standards and grading policies that can be found in the college catalog. Any failed classes at the college remain permanently on both the college and high school records and could jeopardize high school graduation or influence a grade point average. Poor grade performance may result in probation or non-eligible status at the college.

Students will be expected to meet class deadlines, be prepared for class, ask questions, and conduct themselves as responsible adults. If students are having difficulty or want additional information, it is their responsibility to seek out the instructor. Instructors have posted office hours when students can come to see them for help or discussion. Appointments can be made outside of office hours.

Benefits of Running Start

Tuition for College classes (100 level and higher) is paid through Running Start. Books, transportation, and additional class fees are not paid through Running Start. Students can earn up to two years (6 quarters) of tuition-free college through this program (Summer quarter tuition is not paid through Running Start)

Running Start allows students to access a wider and broader range of advanced courses and elective choices than are available at the High School alone.

Students can take many of their junior and senior year high school requirements at their college. This allows college courses that are taken to count toward both high school graduation requirements and toward college degree requirements simultaneously. Please refer to the course equivalency guide for a list of college courses that meet Summit Olympus graduation requirements.

Running Start offers a more “adult” educational environment which works well for students who have a strong academic achievement and are self-motivated and independent learners and who are looking for more or different learning opportunities.

Things to Consider Carefully (when deciding if Running Start is right for you)

Typically throughout each quarter there is no college initiated communication to parents as to student progress. Colleges do not provide progress reports, grades on-line or attendance notification. Students are expected to monitor and manage their own progress and performance and initiate accurate communication with their parents. Schools also do not receive student progress information from the colleges.

Students are responsible for the purchase of their text books and for paying some fees other than tuition. Students must provide their own transportation to community colleges.

College courses are typically paces much faster than high school courses. College classes typically require approximately two hours of homework for each hour of class and there is usually no classroom time provided for homework or homework correction.

Students who attend Running Start typically have less opportunity for involvement in the social aspects of high school. Securing information regarding home high school activities and events is solely the student's responsibility.

Students are not guaranteed space in any college class and the schedule for college classes may conflict with high school classes or extra-curricular activities. This could influence meeting graduation requirements on time.

The college operates on a quarter system which is different from the high school academic calendar. Holidays and vacation periods may differ. Students will be expected to attend class at the college even though their high school is not in session and vice versa.

Enrollment Guidelines

1. A student must be registered at a high school to take part in any Running Start courses. A student must be a junior or senior.
2. A student must have prior approval and a credit check from the high school counselor before beginning classes at a community or technical college if planning to use those classes for high school credit.
3. A student enrolled in a Running Start program may also continue to enroll in a high school program.
4. The intent of the Running Start program is for students to meet the high school graduation requirements by or before their regularly scheduled date for graduation, not just to collect college credit.
5. Graduation requirements for completing a high school diploma are established by the school district, and students must consult with their high school counselor to identify how college courses will apply toward graduation. This is reviewed each quarter when the Enrollment Verification form is completed.
6. Effective as of June 2011, the amount of college credit that a student can take each quarter is dependent upon the number of classes a student is taking at their home high school. Any credits take at TCC beyond the parameters below are paid for by the student. The ratio is as follows:

Number of Classes at High School	Maximum Credits Allowed at College
1	15
2	12
3	10
4	7
5	4
6	0

7. All Running Start courses must be college level courses (100 level or above.) High school completion courses (below 100 level) are not eligible for Running Start funding.
8. Students who begin Running Start classes as a senior are eligible for classes during their senior year, while students who begin as a junior are eligible during their junior and senior years (excluding summer quarter).

**PLEASE CONSULT WITH YOUR MENTOR AND
SCHOOL DIRECTORS BEFORE MAKING ANY
RUNNING START COURSE SELECTIONS TO ENSURE
YOU MEET GRADUATION REQUIREMENTS**

Enrollment Procedures

- Step 1.** Meet with your high school mentor and school directors to verify eligibility (16 years old and 11.0 credits) and that all enrollment requirements are met.
- Step 2.** Student contacts the college testing center (or your schools Career Center) to make arrangements to take the assessment test required for admission to Running Start (The specific test may vary with the college chosen and may not be necessary at a technical college. A level 3 or higher on the SBAC ELA can substitute for Accuplacer or Compass test scores for Running Start admission).
- Step 3.** Student takes the testing results to the college Running Start Office. The results will be reviewed and an admission packet given to the student (if admission score criteria is met).
- Step 4.** Student completes the materials in the application packet and contacts high school director and/or mentor to complete Pre-Enrollment form for course selection (must be completed with the high school director and/or mentor each quarter).
- Step 5.** Each quarter the student and high school mentor and/or school director will meet to fill out the required pre- enrollment form. This quarterly meeting is an opportunity for students to receive guidance that assures that each student is taking the courses required for high school graduation. **The high school is the final authority on what is required and accepted for credit toward graduation.** The college advisor's role is to assure that students are selecting college courses that are needed to meet their college goals.
- Step 6.** Parent/guardian signs application and pre-enrollment forms. Application forms must be submitted to college by the deadline date. Student receives an acceptance letter from the college regarding registration.
- Step 7.** A student registers for classes by appointment at the college. Student must bring high school schedule, credit check/printed transcript and signed pre-enrollment form to this appointment.
- Step 8.** Once confirmation is provided by the college, high School operations manager/school directors adjusts student schedule to include the Running Start load that students have selected
- Step 9.** Student attends classes.
- Step 10.** The college will send a quarterly transcript/grade report to the student, the high school, and the district coordinator who will transcript the college courses on to the student's high school transcript. The college also transcripts all running Start course work on the student's college transcript as well.

College Course Equivalency Guide

(Guide for the college courses that are approved to meet Summit Olympus graduation requirements).

College courses are those courses that are 100 level or higher. By state directive college credits convert to High School credits at the following rate;

- 5.0 college credit = 1.0 H.S. credit
- 4.0 college credit = 0.8 H.S. credit
- 3.0 college credit = 0.6 H.S. credit
- 2.0 college credit = 0.4 H.S. credit
- 1.0 college credit = 0.2 H.S. credit

- TACOMA COMMUNITY COLLEGE

The following chart outlines the Tacoma Community College courses that have been approved to meet Summit Olympus’s graduation requirements (This list is subject to change. It is the student’s responsibility to contact their counselor prior to registering for any Running Start course to assure that the listed equivalencies are valid.)

Subject	High School Requirements	Tacoma Community College Course
English	Junior or Senior English (Core English)	English 101, 102 or 103
Social Studies	US History (2 courses required)	(Any two): Hist 146, 147, 148, or 231
	WA State History	HIST 214 (Formerly Hist 264)
	Civics/Government/World Issues	Must take one from each: (Any one): Pols 201, 202, 205 (Any one): Pols 101, 203, Soc 270
	Additional Core Social Studies	(Any one): Hist 110, 111, 112, 113, 284 Soc 110; Econ 200, 201, 211; Geog 205

(Tacoma CC Course Equivalence continued)

Subject	High School Requirements	Tacoma Community College Courses
Math	2nd year Math requirement (Alg 34 trig)	Math 95 (only required if math remediation is needed)
	Pre Calculus	(Any one): Math 141, 142
	Calculus	(Any one): Calc 151, 152, 153 OR (Any one): Calc 148, 238, 220, 254
Science	Any of these choices will count towards lab/non- lab requirements for high school graduation	(Any one): Environ Sci 101, 145 Geology 205 Physical Science 100 Physics 114, 115, 116, 121, 122, 123 Chem 162, 163, 261,262, 263 Biol 100, 107, 108, 140, 221, 222, 223, 241,242, 251, 252, 253, 260 Astro 105, Ocean 101,Bot 101, Anthro 205
	Science Elective	(Any one): Bio 100, 107, 108, 118, 140, 221, 222, 223, 241, 242, 251, 252, 253, 260 Astro 105, Chem 110, 121, 131, 161, 162, 163, 261, 262, 263, Geog 205, Physical Science 100, Physics 114, 115, 116, 121, 122, 123,Ocean 101, 118, 294, Bot 101,(Any):Psych 100
Health 2	Health 2	PE 190 and PE 292 (must take both courses)

HIGHLINE COMMUNITY COLLEGE

The following chart outlines the Highline Community College courses that have been approved to meet Summit Olympus’s graduation requirements (This list is subject to change. It is the student’s responsibility to contact their counselor prior to registering for any Running Start course to assure that the listed equivalencies are valid.)

Subject	High School Requirement	<u>Highline Community College</u>
English	Junior or Senior English (Core English)	Eng 101, 201 or 202
Math	3rd year Math requirement	Math 95
Social Studies	U.S. History I U.S. History II	Hist 146, 147 Hist 148
	WA State History	Hist 214
	Civics	Pols 202
	World Issues	Pols 101 or 203
	Social Studies Core or Elective	Hist116, 117, 118 Soc101 (formerly 110), Econ110, 201 Geog 205
Science	Science Lab Core	Envs 101 (formerly Gesc 105) Biology 100, 110, 119, 175, 211, 212, 213, 241, 242, 260 Chem 110, 115, 121, 131, 161, 162, 163, 261, 262, 263

- PIERCE COLLEGE

The following chart outlines the Pierce College courses that have been approved to meet Summit Olympus's graduation requirements (This list is subject to change. It is the student's responsibility to contact their counselor prior to registering for any Running Start course to assure that the listed equivalencies are valid.)

Subject	High School Requirements	Pierce Community College Course
English	Junior or Senior English (Core English)	English 101, 103 or 107
Social Studies	US History (2 courses required)	(Any two): Hist 156, 157, 158, or 159
	WA State History	Hist 214
	Civics	Pols 202 (and, for the class of 2012 only, Pols 101 can count for Civics or World Issues, not
	World Issues	(Any one): Pols 203 Phil 230 Ints 107 (For the class of 2012, Pols 101 counts for Civics or World Issues (not both). For the class of 2013
	Additional Core Social Studies Options	(Any one): Hist 126, 127, 128, 130, 168, 260, 270, 272, 277, 280 Psyc 100, 201, 200 Hum 116, 117 Econ 110, 161 Anthro 210, 216, 282
Math	3rd year Math requirement (Alg 34 trig)	Math 95 (More math courses will be required for graduation from Summit Olympus – please see Pierce College course catalog for updated math titles and talk with your school director.
Science	Lab Science (2 courses required)	Bio 100,160,102,103 Chem 100,121, 131, 139, 161, 162 Geology 101,103, 117, 210,250, 282 Nat. Sci 160, 170 Ocean 100, 101, 285, 286 Astron 101 Phy Sci 101, 114, 115 Environ 120, 130, 150

(Pierce College Course Equivalence continued)

Subject	High School Requirement	<u>Pierce Community College Course</u>
Health	Health Elective	HSci 119, 140, 151, 210
	Health 2	Health Sci 210

Running Start Contact Information

For further information contact the school directors or your mentor.		
<u>LOCATION</u>	<u>CONTACT</u>	<u>PHONE NUMBER</u>
Summit Olympus	Greg Ponikvar Alex Horowitz Jessica Miranda	253-444-9781
Highline Community College	Karen Steinbach	206-878-3710 Ext. 3355
Pierce Community College	Fort Steilacoom Campus Puyallup Campus Valerie Frey -RS	253-964-6520 253-840-8317 253-964-3210
Tacoma Community College	Latoya Miner	253-566-6096