

GRANVILLE CHRISTIAN ACADEMY



2022-2023

College Credit Plus Student Program

Revised 11/22/21

This page is intentionally blank.

GCA COLLEGE CREDIT PLUS PROGRAM

GCA seeks to provide a welcoming environment that provides ample educational opportunities for partnering with families under the shared banner of biblically-based, Kingdom education. Through this partnership, GCA-enrolled, full-time students have the opportunity to participate in the GCA College Credit Plus (CCP) Program in accordance with state laws.

While attending GCA is about more than taking a class, it is the whole experience of Christian community, there may be times that a family decides to introduce the college experience to their child during high school. However, GCA would like to state that students are highly encouraged to take the Advanced College Prep (ACP) and Advanced Placement (AP) courses available at GCA, as they often have more depth of discussion and instruction and have proven to be equal or above in academic rigor compared to CCP classes. Any CCP school student interested in attending Granville Christian Academy should apply for admission through the school website www.granvilleca.org. All admission requirements, deadlines, and fees apply.

ATTENTION: GCA is unable to modify the school class schedule or any planned activity times to accommodate the needs of a CCP student.

DEFINITIONS

College Credit Plus (CCP): Current GCA students enrolled in grades 7-12 for the following school year may enroll in a participating CCP college in order to take college-level courses while still attending Granville Christian Academy. These courses may be taken either during or after regular school hours. CCP courses may also be taken online during study hall periods as space permits. **CCP courses taken off-campus during the school day will need to fit within the pre-determined GCA academic and chapel schedules.**

CCP College-ready Student: The state defines a college-ready student as one who is academically, socially, and emotionally ready for the rigors of college. They also emphasize that students taking college classes may be exposed to mature subject matter in these college classes. Students who are college ready are able to be an advocate for their education, are able to understand the needs of their educational pathway, and are able to navigate the CCP process **as well as being self-motivated and able to learn independently.**

GCA CCP Student: GCA full-time students who enroll in the CCP program through GCA and receive state funding for CCP classes while taking classes at GCA are defined as GCA CCP students.

GCA CCP Services: GCA will provide specified services to GCA students participating in CCP classes. As with any higher education, the student is responsible for his education including communication between schools, checking school email accounts, etc. Consequently, GCA will provide the following services.

1. Hold an initial meeting, sharing the details and due dates included in the CCP process and provide

counseling during the application process (see the Applying for College Credit Plus section).

2. Provide an information packet and access to all forms on the GCA website.
3. Meet with students, offering advice concerning appropriate coursework.
4. Order and provide text books (when requested with appropriate forms).
5. Ensure that all colleges have the current school contact information.
6. Ensure that all grades are added to GCA transcripts.

Acceptable College Programs: Any accredited Ohio colleges that are participating in the CCP program are approved for consideration. Likewise, any online programs through accredited Ohio colleges are approved for consideration.

Self-Pay Students: Students who self-pay to participate in college courses may earn high school and college credit for the same course (with application and administrative pre-approval through the GCA Credit-Flex Program). Students who are a Self-Pay will not receive GCA CCP Services except for adding grades to transcripts.

APPLYING FOR COLLEGE CREDIT PLUS

1. Attend an information session held at GCA. If you are unable to attend in person, you **MUST** review the GCA Slide Presentation on the GCA CCP web page. This session covers the counseling requirement noted in the other forms.
2. Submit the GCA Notification of Participation Form to

the Student Services Coordinator. This form enables GCA to track your progress and send reminders. This form must be completed yearly even if previously a CCP student.

3. Apply to the college(s) that you would like to attend. Every college has their own set of acceptance requirements and deadlines. Please plan accordingly.
4. Request your transcript be sent to the college(s) to which you have applied. The GCA Transcript Request Form can be found in the GCA MS/HS Office. A verbal request will not be accepted; the form is required. If you have not taken the ACT/SAT, an Accuplacer Test may be required by the college.
5. Submit a copy of your college acceptance letter to the Student Services Coordinator. Paper copies or an electronic copy is acceptable.
6. Sign up for an OH ID Account to complete the digital Intent to Participate Form and apply for state funding. The OH ID Account (<https://ohid.ohio.gov>) MUST be completed in the parent's name and NOT the student's name. The deadline to apply for funding & declare intent is April 1, at 5:00 PM.
7. Upload a copy of the College Admission Letter(s) to the OH ID Account and be specific when applying for credit hours. Also submit a copy to the Student Services Coordinator.
8. Receive a College Credit Plus Funding Notification Letter via the OH ID account in May.
9. Submit a copy of your Funding Award Notification Letter to the Student Services Coordinator. If you

do not receive funding, you may take Dual-Credit Courses through a self-funding option. A Credit-Flex Educational Options application is required.

10. Register for classes at the college to which you have been accepted.
11. Submit the CCP Textbook Request Form to the Student Services Coordinator.

RECEIVING CREDIT AT GCA THROUGH CCP

1. In order to receive credit for coursework completed, an unofficial transcript or an official grade card from the college attended must be submitted to the Student Services Coordinator, and books must be returned. It is the student's responsibility to provide the proper documentation from the college within one week of receiving final grades in order for GCA transcripts to be updated accordingly.
2. Failure to meet these requirements may cause the student's high school transcript to be incorrect.
3. Credit conversion: three (3) or more college credit hours are equal to one (1) high school credit. Courses with less than three (3) college credit hours will be pro-rated accordingly.
4. ODE has established the following specific guidelines for grade reporting CCP course grades. CCP grades will be reported exactly as received from the school attended. CCP classes are weighted on a scale that correlates to the highest level of coursework offered at GCA. If a letter grade is reported, it will be awarded at the highest level of grade; GPA is then calculated according to the GCA-correlating course: College Prep (4.0), Advanced

College Prep (4.5), or Advanced Placement (5.0).

5. Students must submit a copy of their college course schedule to the Student Services Coordinator at the beginning of each semester.
6. Students receiving failing grades may be required to reimburse the ODE for the cost of the course. In addition, the failing grade will be recorded on the student's transcript and will affect the student's GPA. Most importantly, these courses are on the permanent college transcript.

ATTENDANCE

1. Students must submit a copy of their college course schedule to the Student Services Coordinator at the beginning of each semester.
2. Students must be in attendance at GCA during scheduled classes and approved regular study periods as outlined in the GCA Parent/Student Handbook.
3. Students must be in attendance at GCA when chapel and spiritual renewal days are scheduled unless excused by the Principal.
4. For students taking classes at another educational institution, the student must sign out from GCA each day at the front desk at the time pre-arranged with the Principal and Student Services Coordinator. The student must attend the CCP class after signing out from GCA. CCP students are taking classes away from GCA, students must sign out of school each day at the front desk at the pre-arranged and pre-approved time. If a CCP course is cancelled at the institution of higher education, the CCP student

should leave GCA at the regularly scheduled time and may not stay on the GCA campus without prior permission from the GCA administration.

5. Students may not be on the GCA campus outside of the agreed-upon schedule (a schedule established with the parent/student/school and agreed upon for the semester) during the school day.

GENERAL REQUIREMENTS

1. The student must meet the graduation requirements of GCA.
2. When reviewing college courses prior to scheduling, it is recommended that the courses selected be the same or a higher level of academia as the coursework offered at GCA.
3. The student must provide his or her own transportation to the college for on-campus classes.
4. Students must remain committed to GCA's Faith Statement and Code of Conduct and will be subject to adherence to the Parent/Student Handbook.
5. All CCP students choosing to participate in athletics must ensure that all OHSAA requirements are met.
6. It is GCA's policy that GCA's teachers will not be burdened with requests to help students who are taking classes from other educational institutions. Thus, should a student need help with a CCP course, they should use the assistance provided from the educational institution offering the course.

FINANCIAL AGREEMENTS

1. Students must be enrolled as a GCA student to receive GCA CCP Services.
2. Covered expenses for CCP classes will be approved through the paperwork provided to by the Ohio Department of Education.
3. All students attending five (5) or more periods at GCA shall pay the full GCA tuition rate. Senior students taking fewer than five (5) periods must pay the full GCA registration fee and 1/6 of the tuition rate per each class taken at GCA.
4. If GCA needs to purchase books for a student, the books remain the property of GCA and must be promptly returned, in a comparable condition to their issuance, upon completion of the course. Should a book become damaged or lost, students will be required to pay restitution to GCA for books (purchased or rented) before the course grade will be added to the transcript.
5. Students participating in GCA athletics, clubs, or trips are responsible for all fees and costs.
6. Credit will not be awarded and applied to GCA student transcripts until all GCA bills and fees are at a zero balance.
7. In the event that the student does not pass the course, financial reimbursement to the Ohio Department of Education will be the family's responsibility. GCA will calculate repayment fee if necessary. This is not regulated by the ODE.
8. Parking passes for college campus permits will be

the family's responsibility.

DROPPING A CCP COURSE

1. CCP students who decide to drop a CCP course must meet with the Student Services Coordinator to secure a full-time schedule as applicable.
2. Students that drop a CCP class are responsible for any costs incurred per the Ohio Department of Education.
3. Any graduation requirement courses not completed and not scheduled during their normal class offering must be made up through an approved organization and at the student's expense.

**GCA reserves the right to adjust
the GCA College Credit Plus Program.**



1820 Newark-Granville Road
Granville, Ohio 43023
Phone: 740.587.4423
FAX: 740.587.4776
www.granvilleca.org