# GRANVILLE CHRISTIAN ACADEMY



2025-2026

## College Credit Plus Student  Program

*Revised 11/21/24*

# GCA COLLEGE CREDIT PLUS PROGRAM

GCA seeks to provide educational opportunities for our students and their families in pursuit of Kingdom education. Full time students at GCA have the opportunity to participate in the state sponsored College Credit Plus (CCP) Program.

While the purpose of attending GCA is more than taking a class, there may be times that a family decides to introduce the college experience to their child during high school. **Parents should keep in mind that GCA is unable to modify the school class schedule to accommodate the class needs of a CCP student.**

## DEFINITIONS

**College Credit Plus (CCP):** GCA students enrolled in grades 7-12 for the following school year may enroll in a participating college in order to take CCP courses while attending Granville Christian Academy. These courses may be taken either during or after the regular school day. **CCP courses taken off-campus during the school day will need to fit within the GCA daily 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 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:** Full-time GCA 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. Students are responsible for their CCP class and all expectations associated with the class.

1. Hold an informational 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 and class choices.

4. Order and provide textbooks **when requested with the CCP textbook order form**.

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 college that is participating in the CCP program is approved for consideration. Likewise, any online programs through accredited Ohio colleges are approved for consideration.

**Self-Pay Students:** Students who choose to 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 are not eligible to receive GCA CCP Services except for adding grades to transcripts.

**Dual Credit:** Courses selected by CCP students must correlate with GCA courses to qualify for core graduation requirements. Some CCP courses will only be awarded elective credit and not count as a replacement for graduation requirements. GCA must receive an official transcript from the CCP college in order to apply CCP credits to the official GCA transcript.

## 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 parent resources on the GCA website and schedule a one-on-one meeting with the Student Services Coordinator.

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 each year,** even if you have previously taken a CCP class.

3. Apply to the college(s) that you would like to attend. Every college has their own set of acceptance requirements and deadlines.

4. Request your transcript be sent to the college(s) to which you have applied. **The GCA Transcript Request Form can be found on the bulletin board outside the GCA Office.**

5. Submit a copy of your college admissions letter(s) to the Student Services Coordinator. Paper or electronic copies are 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. Students must upload a copy of the College Admission Letter(s) to the OH ID Account and be specific when applying for credit hours. The deadline to upload this letter is yearly on April 1, at 5:00 PM..

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.

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. Students must submit a copy of their college course schedule to the Student Services Coordinator at the beginning of each semester.

2. Students must submit a transcript or an official grade card from the college they attended to the Student Services Coordinator. All books (rentals or purchases) must be returned and proper documentation from the college submitted within one week of receiving final grades.

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 prorated accordingly.

4. ODE guidelines state that grade reporting CCP course grades will be recorded 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.

5. Failure to meet these requirements may cause a delay in the  student's high school transcript being updated.

6. Students receiving failing grades may be required to  reimburse the ODE for the cost of the course. All grades, passing or failing, will be recorded on the student's HS and college transcript.

## ATTENDANCE

1. Students must be in attendance at GCA events (ie. chapel, spiritual emphasis) unless excused by the GCA Administration.

2. For students taking classes at another campus, the student must sign-out at the front desk. This time must be pre-arranged with the Student Services Coordinator. Students may not stay on the GCA campus without prior  permission from the GCA Administration.

3. Students should get approval from the Student Services Coordinator to modify their GCA schedule or in the event of a CCP schedule change.

## GENERAL REQUIREMENTS

1. The student must provide his or her own transportation to the college for on-campus classes.

2. As a student enrolled at GCA and in CCP, the student must remain in adherence to the Parent/Student Handbook in all aspects at all times.

3. All CCP students choosing to participate in athletics  must ensure that all OHSAA requirements are met.

4. Students in need of help with content or expectations  in a CCP course should first ask the CCP professor teaching the course. GCA staff may be able to help, but will be limited in their availability to provide additional instruction.

## FINANCIAL AGREEMENTS

1. Students must be enrolled as a full-time GCA student to receive GCA CCP Services.

2. GCA CCP students must pay the full GCA registration fee yearly.

3. Covered expenses for CCP classes will be approved through the paperwork provided by the Ohio Department of Education.

4. GCA will secure books for a student to complete the course. The books will remain the property of GCA and must be returned upon completion of the course.  Should a book be excessively damaged or lost, students will be required to pay GCA to replace the books  (purchased or rented) before the course grade will  be added to the transcript.

5. Credit will not be awarded and applied to GCA student transcripts until all GCA bills and fees are at a zero balance.

6. 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.

7. Parking passes for college campus permits will solely 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 prior to dropping a course

2. Students that drop a CCP class are responsible for any costs incurred per the Ohio Department of Education.

3. Any graduation requirement not completed through CCP, 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.**

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