

TECHNICAL COLLEGE COURSE PROGRAM (“Start College Now”)

Policy 343.45

Waunakee Community School District

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High school students in the 11th grade or 12th grade who meet the eligibility requirements defined in applicable statutes, regulations, and District policies may be permitted to enroll in one or more courses at a technical college through the “Start College Now” program. In addition to other applicable eligibility requirements, a student who wishes to enroll in a course through a technical college under this policy must:

1. have the written approval of a parent or guardian, if a minor;
2. notify the District of his/her intent to attend a technical college by submitting a “Start College Now” application form to the District by March 1 if the student intends to enroll in a technical college course in the fall semester, and by October 1 if the student intends to enroll in the spring semester;
3. have completed 10th grade
4. not be a child at risk of not graduating from high school, as defined by state law; and
5. be in good academic standing within the District.

Solely for purposes of determining a student's eligibility to enroll in a course at a technical college under this policy, “good academic standing” in the District means that the student has a cumulative high school grade point average of at least 2.0 at the time of the determination.

A student who is interested in attending individual courses under the “Start College Now” program may also be required to submit enrollment forms or other enrollment information directly to the applicable technical college, pursuant to any procedures and deadlines established by the technical college.

A technical college district board may deny a high school student admission to the technical college, or registration in a specific course, for any reason that is consistent with state law, including the technical college's determination that the student has an unacceptable record of disciplinary problems. To the extent consistent with student records laws and with the District's student records policies and procedures, the District will certify student disciplinary information that is necessary for completing and processing a student's application to enroll in and take a course at a technical college under the “Start College Now” program.

Program Administration

The High School Principal, Director of Secondary Curriculum and School to Work Program Coordinator processes requests/applications related to the “Start College Now” program; and (2) except for refusal of permission to take a course that is based on an undue financial burden, determining whether the District will approve individual applications and pay for specific courses based on the criteria established in state law, any applicable state regulations, and applicable District policies and procedures.

The authority of the program administrator(s) includes, but is not limited to, the authority to make or approve the following determinations on behalf of the District:

1. Whether a student meets the minimum eligibility criteria for participation in the program;

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2. Whether a proposed course is comparable to a course already offered in the District;
3. Whether the student will be eligible to receive high school credit for the successful completion of a proposed course and the amount of credit (if any); and
4. Whether the proposed course and any resulting credit meets any of the District's high school graduation requirements.

While the District may refuse to allow a student with a disability to attend a technical college through the “Start College Now” program if the costs related to any special services required for the student would impose an undue financial burden on the District, the determination of an undue financial burden shall be made or directly approved by the School Board.

Responsibility for Costs; Limitations on District Payments

To the extent required by state law, the District shall pay for certain costs associated with students' enrollment in a technical college under this policy if the course is eligible for high school credit toward a high school graduation requirement and the course is not comparable to a course offered in the District. Limitations on the District's responsibility for payment include the following:

1. The District shall pay only such tuition, fees, and course materials costs as are required by law. If the District is required to pay the technical college for the cost of a book or similar resource that is not a one-time use item, the student shall be required to return the resource(s) to the District upon completion of the course.
2. The District shall pay for no more than the equivalent of a combined total of the maximum number of credits; must be 18 post-secondary semester credits per student for any courses that are taken through the “Start College Now” program or the Early College Credit Program.² Students may not participate concurrently in both the Start College Now and Early College Credit Program in the same term as defined in statute.
3. The District shall require a student who receives a failing grade in or who fails to complete a technical college course to reimburse the District for all amounts paid for the course on the student's behalf. For a student who is a minor, the student's parent or guardian is responsible for such reimbursement. If reimbursement is not made upon request, the student is ineligible for any further participation in the “Start College Now” program and the Early College Credit Program.
4. Unless otherwise required by law, the District is not responsible for providing transportation to technical college courses taken under this policy or paying for transportation-related costs.

Determinations of Course Comparability, Eligibility for High School Credit, and Satisfaction of High School Graduation Requirements

² Your current policy allows a maximum of 18 credits under the Start College Now program and an additional 18 credits under the Early College Credit program. State law requires you to allow a minimum of 18 credits between the two programs per year, see [Wisconsin Legislature: 118.55\(7t\)\(a\)](#).

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The District's determinations of whether a proposed course satisfies a high school graduation requirement, whether completion of the course will result in the awarding of high school credit, and the amount of such credit (if any), shall be made with reference to the District's current high school graduation requirements policy and by applying the same method and criteria that the District applies to its own course offerings and to other outside courses that are submitted for a similar assessment (e.g., by students who are transferring into the District).

In order for a student to receive high school credit for a course taken at a technical college under this policy, the student must complete the course and receive a passing grade, as determined by the technical college. In addition, no credit toward satisfaction of a high school graduation requirement shall be available for a course that substantially repeats the same content for which the student has already taken a course and already received high school credit.

For purposes of determining whether a course that a student wishes to take through the “Start College Now” program is comparable to a course offered by the District, the District shall apply the standards found in [PI 40.06\(2\)](#) of the Wisconsin Administrative Code, as such standards have been defined for the state's Early College Credit Program.

At least 30 days before the beginning of the technical college semester in which the student will be enrolled, the District shall notify the student, in writing, if a course in which the student intends to enroll (1) does not meet the high school graduation/credit requirements, and (2) whether the course is comparable to a course offered in the District.

Appeals of District Decisions

If an applicant for the program disagrees with a District decision regarding course comparability or the satisfaction of high school graduation requirements, state law provides that the applicant may appeal the District's decision to the State Superintendent of Public Instruction within 30 days after the District's decision.

Legal References:

Wisconsin Statutes

[Section 38.12\(14\)](#)

[attendance at technical college under the technical college course program, also known as the “Start College Now” Program]

[Section 115.385\(4\)](#)

[parent notification of educational options]

[Section 118.15\(1\)\(b\)](#)

[attendance at a technical college in lieu of high school or on a part-time basis by a child 16 years of age or over and a child at risk]

[Section 118.15\(1\)\(d\)](#)

[discretionary program and curriculum modifications]

[Section 118.153\(1\)\(a\)](#)

[definition of a child at risk of not graduating from high school]

[Section 118.33](#)

[high school graduation requirements]

[Section 118.55](#)

[early college credit program]

[Section 118.57](#)

[public notification of educational options]

Wisconsin Administrative Code

[Chapter PI 40](#)

[regulations governing the early college credit program, which are not directly applicable to the “Start College Now” program]

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Cross References:

343.46 Early College Credit Program
345.4-Rule, Promotional and Retention of Students
345.6, High School Graduation Requirements/Procedures
WASB PRG 343.45 Sample Policy 2

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