Concurrent Enrollment Packet
2021-22

Please contact your school counselor with any questions you have.
1. Decide that you would like to take concurrent classes
2. Decide which college or university you would like to attend. Each college or university has its own entrance requirements.
3. Find out from your counselor if it’s recommended that you apply for concurrent enrollment. Questions for you to ask are: Do I have enough credits to enroll? What classes count to replace high school classes? What classes will I still need to graduate?
4. Get the NPS Concurrent Enrollment Criteria and Expectations Agreement from your counselor. You sign it and have your parents sign it. Return it signed to your counselor.
5. Apply for concurrent admission to the college or university of your choice. Print the recommendation or approval form from your chosen college’s or university’s website and have your parents sign it.
6. Get recommendation or approval form signed by your counselor.
7. Turn in the NPS Concurrent Enrollment Criteria and Expectations Agreement and a copy of the specific college recommendation or approval form to your counselor.
8. Submit a request for your official transcript to the registrar. Allow several days for this to be completed.
9. Then, pick up your transcript from the registrar and submit it to your chosen college or university.
10. Submit the college recommendation or approval form to your chosen college or university.
11. Get advised at your chosen college or university as to which classes you can take.
12. Enroll for classes at your chosen college or university.
13. Bring a copy of your class schedule to your school counselor and fill out a Schedule Correction Form (which must be signed by the student and parent). Your school counselor will look at your concurrent schedule and adjust your high school schedule to match to the best of their ability. Students will get one hour off high school for every college class they are enrolled in. They will also get one total travel hour off high school.
14. Most importantly, ATTEND your college classes! Attendance is usually the difference between success and failure in college classes. All grades received in concurrent classes will go on your high school transcript and count toward your GPA. Colleges reserve the right to not admit you or put you on probation based on grades received in your concurrent classes.
15. If you have questions or issues, talk to your school counselor right away.

Mission: To prepare and inspire all students to achieve their full potential
Values: Integrity | Inclusiveness | Collaboration | Optimism
**Concurrent Class Load**

A high school student may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester credit hours. For purposes of calculating workload, one-half high school unit shall be equivalent to three semester credit hours of college work (OK State Regents Parent form Feb, 2020).

<table>
<thead>
<tr>
<th>Example Traditional Enrollment (16-week course)</th>
<th>Example Non-Traditional Enrollment (8-week)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NPS Course</td>
<td>Credits</td>
</tr>
<tr>
<td>Science</td>
<td>.5</td>
</tr>
<tr>
<td>Math</td>
<td>.5</td>
</tr>
<tr>
<td>Art</td>
<td>.5</td>
</tr>
<tr>
<td>Lunch</td>
<td>0</td>
</tr>
<tr>
<td>Travel</td>
<td>0</td>
</tr>
<tr>
<td>Concurrent</td>
<td>.5</td>
</tr>
<tr>
<td>Concurrent</td>
<td>.5</td>
</tr>
<tr>
<td>Total</td>
<td>15 hours</td>
</tr>
</tbody>
</table>

*Students enrolling in 8-week, blended, or online courses will have more opportunities to accrue credits. It is important that students do not exceed the regent’s cap.*

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Norman Public Schools Concurrent Enrollment SB 290

SB 290- Concurrent Enrollment, signed by the Governor, May 6, 2009

When a student earns college credit through concurrent enrollment, school districts shall provide academic credit for any concurrently enrolled higher education course that are correlated with the academic credit awarded by the institution of higher education. Academic credit shall only be transcribed as elective credit if there is no correlation between concurrent enrollment higher education course and a course provided by the school district.

- School districts shall record concurrent enrollment courses on students’ high school transcripts as either academic or elective credit.
- Students shall receive academic credit if the concurrent course and objectives align to Oklahoma academic standards taught through the course provided by the school district.
- If the concurrent courses do not align to Oklahoma academic standards, students shall receive elective credit.

The following courses commonly taken through concurrent enrollment have been reviewed by OSDE and/or NPS and have been approved for academic credit.

<table>
<thead>
<tr>
<th>College Course</th>
<th>NPS ACADEMIC CREDIT (or ELECTIVE CREDIT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Algebra - 3 hour course</td>
<td>½ unit HS Algebra III</td>
</tr>
<tr>
<td>Pre-Calculus/Trigonometry - 3 hour course</td>
<td>½ unit HS Pre-Calculus</td>
</tr>
<tr>
<td>Advanced Math Courses - Calculus I, II, III or higher</td>
<td>½ - 1 unit HS Math credit</td>
</tr>
<tr>
<td>English Composition I</td>
<td>½ unit HS English IV</td>
</tr>
<tr>
<td>English Composition II</td>
<td>½ unit HS English IV</td>
</tr>
<tr>
<td>American History Survey to 1877</td>
<td>½ unit HS U.S. History</td>
</tr>
<tr>
<td>American History Survey from 1877</td>
<td>½ unit HS U.S. History</td>
</tr>
<tr>
<td>American Federal Government</td>
<td>½ unit HS American Government</td>
</tr>
<tr>
<td>Intro to Chemistry – 1305/1315 - 5 hour courses</td>
<td>1 unit HS Chemistry</td>
</tr>
<tr>
<td>Chemistry I – 1335/1415 - 5 hour course</td>
<td>1 unit HS Chemistry</td>
</tr>
<tr>
<td>General Biology</td>
<td>1 unit HS Biology II</td>
</tr>
<tr>
<td>College Course</td>
<td>NPS ELECTIVE CREDIT</td>
</tr>
<tr>
<td>General Botany – 1114 - 4 hour course</td>
<td>1 unit HS Botany</td>
</tr>
<tr>
<td>Intro to Geography</td>
<td>½ unit HS World Geography</td>
</tr>
<tr>
<td>Intro to Speech</td>
<td>½ credit Fine Arts</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>½ credit Fine Arts</td>
</tr>
</tbody>
</table>

ALL Concurrent Courses will be on the transcript and will count in the GPA /class rank. Updated 2020

An “NC”, indicating No Credit, will be noted on the high school transcript for any student who does not turn in a completed official transcript from the Higher Education Institution.

Per the OSSAA, when students are concurrently enrolled in college level course(s) and/or attending Career Technology Centers, weekly eligibility must be checked to ensure the student is passing all the courses in which he or she is enrolled for the current semester.
Program
Through a partnership with Norman Public Schools and the University of Oklahoma, the College in the High School program will bring OU courses, taught by OU professors, to Norman High and Norman North next Fall and Spring.

Courses
College Algebra
- This is a full year course. College Algebra prep course in Fall that is for high school credit and OU College Algebra in the Spring for college credit. Student must be able to take it for the entire year.

English Composition I & II
- English Composition I in Fall
- English Composition II in Spring

Eligibility
College Algebra
- 3.0 unweighted high school GPA
- 19 MATH ACT or 510 SAT on the Math section

English Composition I & II
- 3.0 unweighted high school GPA
- 20 ACT or 1030 SAT
  - As well as 19 English ACT or 510 SAT Reading and writing

Cost
OU offers a special discounted fee rate for all concurrent enrollment students of $40 per hour for College in the High School courses. Oklahoma seniors will receive a tuition waiver from the state for up to 18 hours for the year.

<table>
<thead>
<tr>
<th>Student</th>
<th>Tuition</th>
<th>Fees</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior</td>
<td>$0</td>
<td>$120</td>
<td>$120</td>
</tr>
<tr>
<td>Junior</td>
<td>$478.80</td>
<td>$120</td>
<td>$598.80</td>
</tr>
</tbody>
</table>
Admissions
- Submit an online application for Concurrent Enrollment admission at ou.edu/ce
- Turn in important documents to your counselor
  - Completed Concurrent Enrollment Recommendation Form
  - Official high school transcript
  - Official ACT or SAT score (will accept PSAT or Pre-ACT)

After Admissions
After you turn in all documents and submit your online application, you will receive an email with your next steps.
- Set up your OU Net Account/Email Address
- Mandatory Online Training
- Set up an advising appointment on iadvise.ou.edu

Questions?
Email: ce@ou.edu
Website: ou.edu/ce
Concurrent Enrollment

Why Choose Concurrent at OCCC?
Interested in getting ahead by earning college credit while still in high school? OCCC's concurrent enrollment program is open to incoming high school juniors and seniors. Students can enroll in courses at OCCC, which allows them to earn high school and college credit at the same time, saving both time and money. Concurrent students are eligible for up to 18 hours of tuition waiver per year during their Junior and Senior years in high school. Students are required to pay fees associated with enrollment and the fees that students pay are substantially lower than at 4-year institutions.

The concurrent courses you take may be applied towards a degree and/or may transfer to other institutions. OCCC offers a variety of programs and state-of-the-art technology that prepares students for a career or transfer to a 4-year institution.

Concurrent Enrollment Steps:

1. Complete the application for admission
2. Request an official transcript from your high school
3. Have a qualifying GPA, submit official Pre ACT/ACT, PSAT, or SAT scores or take College Placement Tests**
4. Speak to your high school counselor to see if you qualify
5. Get approval from your high school and parents and submit a Concurrent Approval Form

Which Classes Can I Take?
After you have been admitted and have sent in your Concurrent Approval form, it is time select your classes. Some of the most commonly selected classes by Concurrent Students are: ENGL 1113 (English Composition 1), PSY 1113 (Intro. to Psychology), SOC 1113 (Intro. to Sociology), HIST 1483 (U.S. History Before 1877), HIST 1493 (U.S. History Since 1877), POLSC 1113 (American Federal Government), HUM 1113 (Music Appreciation), ART 1053 (Art Appreciation), BIO 1113/1114 (Introduction to Biology), and CS 1103 (Intro. to Computers and Applications). Students are not limited to these courses.

Select classes may be offered at the NPS campuses.

**Due to Covid-19 and disruptions in ACT/SAT/Accuplacer testing, students will be able to use an unweighted 3.0 GPA to take the courses listed above for the Spring 2021 semester.
Concurrent Enrollment

FERPA and Student Privacy/Consent

Once you are enrolled as a student at OCCC, your academic record is protected under FERPA, and no one is able to access your record without your written consent.

Continued Eligibility

Concurrent students must maintain a minimum 2.0 college GPA in order to continue enrollment as a high school student. If a concurrent student is deemed ineligible while in high school, he or she may resume classes upon high school graduation after submitting an official and final high school transcript. Concurrent students contact an Admissions Specialist each semester for enrollment and are required to provide a new Concurrent Enrollment Form with all required signatures each semester.

We're Here to Help.

For more information, please visit us at: [occc.edu/admissions/concurrentenrollment.html](http://occc.edu/admissions/concurrentenrollment.html) or contact Alexa Mashlan at [amashlan@occc.edu](mailto:amashlan@occc.edu) or 405-682-1611 ext. 7721
Concurrent Enrollment
Student Expectations

Directions: Read through, initial each line, sign, and have your parent/guardian sign and return to your counselor.

I will provide a copy of my concurrent enrollment schedule along with the schedule change procedure to my counselor in order for my schedule to be updated.

I will be enrolled in the equivalent of six high school courses. This may be accomplished through a combination of high school and concurrent enrollment classes. I will work with my counselor to determine the number of classes I will be enrolled in prior to the start of each semester.

I understand I must speak to my counselor prior to dropping my concurrent class. If I choose to drop my concurrent class(es), I will notify my counselor immediately so that I can re-enroll in a class at my high school. Should I choose to pursue this concurrent class drop, I further understand that I am not guaranteed to earn credit in the class in which I re-enroll at high school.

I understand that I am required to notify my counselor if I plan to participate in an OSSAA activity during the semester in which I am concurrently enrolled. I further understand weekly monitoring of my grades will take place.

I understand that at the end of each college semester in which I am concurrently enrolled it is my responsibility to request my official college transcript be sent to the registrar. This must be done as soon as possible so the course(s) and grade(s) can be entered on the high school transcript.

I understand ALL concurrent enrollment grades will be entered on the high school transcript and will be calculated into my GPA and class rank. This is state law signed by the Governor on May 6, 2009.

I understand if I drop a concurrent class and I fail to inform my high school counselor to enroll in an additional high school course(s), an NC will be entered on my high school transcript.

I understand that I am responsible for paying ALL fees and tuition billed to me by the university. The waiver does not cover other mandatory fees (activity, facility, library and technology fees or the cost of books).

I understand there is a possibility my future college will not accept my concurrent grades as transfer grades.

I understand that if I intend to become approved by the NCAA clearinghouse, ALL of my course requirements must come from the high school transcript. College credit may be used to satisfy core curriculum requirements if the courses are awarded a grade and credit by the high school and meet all other requirements for core classes. College courses must be placed on the student’s high school transcript with clarification of college completion.

2019-2020 Guide for High School Counselor, NCAA Eligibility Center

Student (print) ___________________________ Student Signature ___________________________ Date ____________

Parent/Guardian (print) ___________________________ Parent/Guardian Signature ___________________________ Date ____________

High School Counselor Name ___________________________ Date ____________

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Updated 1/8/2021
Assistant Superintendent of Educational Services