

## **POST-SECONDARY ENROLLMENT OPTIONS**

The intent of this policy is to establish the requirements for student enrollment in post-secondary courses taken before high school graduation in RSU No. 5.

### **Eligible Institutions**

Students may take courses at eligible post-secondary institutions within Maine, which include the University of Maine System, the Community College System and Maine Maritime Academy.

Students may be allowed to take courses at private colleges or other institutions at their own expense.

### **Student Eligibility Requirements**

A student may take no more than two courses per semester and four courses per academic year.

A student must meet the following criteria prior to enrolling in a post-secondary course:

- A. Have a minimum of a “B” average as defined by RSU No. 5 in his/her courses overall;
- B. Meet the course admission standards of the eligible institution;
- C. Provide evidence of parent/guardian approval for taking the course; and
- D. Obtain approval from the principal and guidance counselor. The student must meet with his/her guidance counselor to develop a plan describing how the course will help the student meet graduation requirements in order to obtain approval.

### **Exceptions to Eligibility Requirements**

A student enrolled in grade 11 or 12 who does not meet the “B” average in his/her courses overall is eligible to take a post-secondary course provided that he/she:

- A. Has been assessed and received a recommendation to take the course from the school administration; and
- B. Has been approved for participation in the course by the eligible institution.

### **Awarding of Credits**

The eligible institution shall grant full credit to any student who successfully completes a course.

High school graduation credit will be awarded based on the following criteria:

- A. The course must meet for a minimum of one semester.
- B. The course must meet any applicable standards.
- C. The student must earn a passing grade in the course, which will be documented as a P for Pass on the high school transcript.
- D. Attendance must satisfy the instructor's requirements.

If the above criteria are met, the student shall receive high school credit as determined by the guidance department based on the number of actual hours. The high school transcript will reflect a passing grade as a P for Pass, and a failing grade as an F. Neither will be calculated in the student's GPA. Both the high school and the college transcripts from any course taken will be shared with the post- secondary institutions.

### **Financial Assistance**

- A. The Maine Department of Education shall pay applicable tuition costs for any student enrolled in a course under this policy if the eligible institution requires tuition payment.
- B. The student and his/her parent/guardian are responsible for paying for all textbooks, course fees and transportation costs.

### **School Unit Reporting Requirements**

The Superintendent shall ensure that information concerning post-secondary enrollment options is made available to parents and students.

Legal Reference: 20-A MRSA § 4771 et seq.

Adopted: July 8, 2009  
Reviewed: November 28, 2012  
Revised: June 13, 2018