



Dear Parent or Guardian,

Your child has expressed interest in participating in our College Credit Plus (CCP) program. Your child must make an appointment to meet with their College Credit Plus advisor at the University in which they were accepted. At this appointment, they will schedule their classes. First time CCP students must attend a College Credit Plus orientation which is held at the University (or virtual) in which they applied. Most of the CCP related communication will occur from an advisor at the college in which you applied.

Your child is responsible for ordering their own books using their course schedule. Books are paid for by the Windham schools. Your child was sent an inventory list of books that the high school has already paid for. They are responsible for checking the list before ordering their college books in case it is one we already own. In order to pick up your college books, the students must have a copy of their college schedule. In some situations, students are able to order their books online and have it shipped to them at their house. Students should check with their college advisor to see if this option is available. Students must return their college books back to Ms. Gainard at the end of every semester.

Just a reminder that college classes count for high school credit and may replace a high school class. For example, if your child takes College Writing I, it could replace an English class at the Windham high school. The final grade that your child receives from any CCP goes on their high school transcript and is included in their cumulative grade point average. Their final grade goes on their college transcript as well. The content of the course is of college-aged material and is not directly monitored by the school. If your child is taking an online course through the college, they will receive a "CCP Study Hall" during the school day to give them additional time to complete their college assignments.

If your child fails a college credit plus course, they will be billed for the cost of tuition. In addition, if your child withdraws from the college credit plus course past the approved deadline, they will be billed for the course. Attached is a copy of the CCP parent presentation which highlights pros and cons of taking a college credit plus course in addition to laws and regulations. Please go through this presentation with your child to ensure you understand all of the rules and regulations.

Should you have any questions regarding the College Credit Plus program, please feel free to give me a call at 330.326.2711 x1504 or email me at kbrown@windham-schools.org

Thank you,
Karie Brown

My child_____ and I have read through and understand the rules and regulations regarding taking a college credit plus course through a college or university.

Student Signature

Date

Parent Signature

Date