



HAWLEY PUBLIC SCHOOLS

To: Parents and Guardians
Re: Online College Courses

Your student has indicated an interest in taking one or more online college courses next year. Although this can be a favorable choice, there is much to consider and I want to make sure parents are well informed of the process and all that it can entail. Below is a fairly thorough detailing of the program for you. Please don't hesitate to call if you have any questions after reading this.

- The district pays all expenses for each class. Depending upon the textbook, a semester course can cost between \$510 and \$900 dollars. Once a student registers, the district is obligated to pay unless the student drops within five days of the start of the class. Sometimes students find out a course is going to be way more work than anticipated. Many don't come to this realization until it's too late for the district to get a refund. In addition, finding a replacement class online is no longer a possibility once course materials have been ordered (typically about three weeks prior to the start of the college semester). That, and our inability to know from one year to the next who is teaching a course at the particular college makes it impossible to tell students what to expect. As such, students should know that once they make a decision to take an online course, they will need to find the time and resources to complete the class.

There is also much to consider if contemplating dropping a college class:

*Of extreme
importance
to note!* →

- No student will be allowed to drop a class once there is no chance for 100% tuition refund to the school. Please pay special attention to this. Students need to know that once they make this commitment, they are expected to finish the class.
- If a student drops an online college class after course materials have been ordered for them, the student may be responsible for the cost of those materials (textbooks, access cards, online book access code, lab kits) if we are unable to return materials to the college bookstore for a full refund. Course materials are typically ordered three to four weeks prior to the start of the semester.

If a refund is available, the following should be noted if a course is going to be dropped:

- To have no record on a college transcript (which begins to build when the first class is taken) the drop has to occur in the first five days of class.
- To have no record on the high school transcript, the drop must occur within the first five days of the class starting.

This typically is not an issue for the majority of our students who take online courses. However, it does come into play almost annually for a few. It's important to understand this part of the commitment.

Continued on reverse

The students have the following responsibilities and really need to understand and adhere to them:

- Provide Mrs. Boeshans current grades every two weeks on grade-check day
- Log on to the class and college e-mail account every day
- Be responsible for class materials even when HHS isn't in session
- Communicate with the college instructor if there is any trouble or conflict
- Return textbooks and course materials to HHS at the end of each course

Other pertinent information includes the following:

- When students are applying to college and need official transcripts of the college classes they took while in high school, only the students can request to have these sent to the college of choice. Many struggle with this. We do teach them how to take care of this, but it seems to be something not fully understood or remembered by some. We simply are not allowed to do this for them.
- Course rigor and expectations vary depending on the instructor. We advise students to plan for a rigorous course. These are college-level courses taught to students in an unfamiliar format with nobody offering the push a high school teacher can provide. Much initiative is required by the student.
- The students will need to plan for time outside the school day to complete coursework and prepare for tests. This can be up to two hours per evening with more time needed on the weekends. Some certainly require less, but as stated above, we can't project that.

The question becomes who should take an online college course. This can be a good fit for many. If face-to-face instruction is desired, online courses are not a good option. This won't exist. Students must also be comfortable using technology as a tool. Students who fit well into this option are:

- Self-motivated
- Comfortable adhering to faculty-driven deadlines
- Responsible
- Committed to spending numerous hours outside of school
- Able to manage time effectively and meet the pace and expectations for each course

This is a big commitment. However, it can also be an extremely rewarding commitment in terms of financial savings, college preparation, and personal and academic growth. We have a high success rate but issues do arise outside of our control. With the financial commitment we make for each course taken, it truly needs to be understood that once a decision is made to participate, it needs to be carried out through the conclusion.

Respectfully,

Kelly Anderson
HHS Principal

HHS Parent and Student Acknowledgement – 2026-27 Online College Classes

I understand that once a payment has been made for online college classes, no class may be dropped. I also understand that I may be responsible for the cost of course materials if the high school is unable to return them to the college bookstore for a full refund due to a course drop. There is a strong commitment to find the time and resources to successfully complete the online class(es).

Signature of a Parent/Guardian

Signature of the Student

Date

Printed Name of the Student

Please return this signature page to Mrs. Boeshans by May 1, 2026.

Keep the parent letter for future reference.