

# CHS College Credit Plus Packet

## → Discuss with your Family whether or not taking CCP fits into your Four Year Plan.

Being prepared for CCP is much more than being academically ready. CCP is a student-driven program where students are expected to be responsible for adhering to deadlines, communicating directly with the college, and having the social/emotional maturity to start their college journey while still in high school. Please attend the CCP meeting first and have this discussion with your family.

## **APPLICATION PROCESS - (Must complete all three steps)**

### **Step 1:**

- Complete the **INTENT TO PARTICIPATE FORM** (Deadline April 1st, 2025)

### **Step 2:**

- Go to the college's website to start the application process. Make sure you are applying as a College Credit Plus student.
  - University of Akron - [University of Akron CCP Application](#)
  - Kent State University - [Kent State University CCP Application](#)
  - Stark State College - [Stark State College CCP Application](#)

### **Tips for application process:**

- Use a personal email address for application.
- Complete the entirety of the College Credit Plus application. If a student begins an application but leaves it 'In Progress' this means it has not been officially submitted therefore cannot be processed in a timely manner.
- Inform your CHS Counselor that you applied.

### **Step 3:**

Turn in required Permission Slips and Signature Pages to your guidance counselor! (Attached to this packet)

- University of Akron - [UA Permission Slips](#)
- Kent State University - [Kent State Permission Slip](#)
- Stark State College - [Stark State Permission Slip](#)

## **ENROLLMENT/SCHEDULING PROCESS (IF ACCEPTED)**

- **If accepted, complete the required placement exam** (ACT/SAT or Placement Test through University)
  - (Reading and Writing) - Provided at Copley in the Spring  
Passing these makes you eligible for English and Social Studies Classes
  - (Math) - Not Provided at Copley - Can only be taken at the University  
Passing this makes you eligible for Math classes
- **Check your email!** (The email you applied with)
  - Attend the required orientation through the college. Virtual options may be available.
  - Complete any required onboarding tasks. This will affect your ability to register for courses if not completed.
- **Set up an appointment with your academic advisor.** See contact information below:

Ryan Palmer	Stark State Advisor & Scheduling	330-494-6170	rpalmer@starkstate.edu
Kristin Bechter	Kent State CCP Director	330-672-2313	<a href="mailto:kbechter@kent.edu">kbechter@kent.edu</a>
Kevin Tondra	UA Advisor & Scheduling	330-972-7040	Kmt@uakron.edu

- **Inform your CHS Counselors of your CCP schedule:** Please fill out the Google form: Upload a copy of your course schedule and meet with your Copley HS counselor to adjust your CHS schedule.
  - ◆ [Google Form](#)

## **SUMMER/FALL CCP TO DO LIST:**

- **Before classes begin! Do NOT pay for your own books. Fill out Book Order Google Form. Can be found on website or ask your counselor for the link!**
- **[Google Form for Books/Materials](#)**
  - Check your Syllabus for required texts if you cannot find it in your email.
  - Keep in mind that some books are digital.
  - If the book is not digital, make sure to order books and select whether you will be picking them up or having them delivered (if applicable)
  - University bills Copley HS for all required textbooks.
- **Turn in Technology Agreement Form!** Parent and student signatures are required so the CHS tech department can remove restrictions from your ChromeBook. This is

important so you can access university resources. Hard copy available in guidance office.

[Tech Form](#)

→ **Turn in CCP Release Form (if applicable)!** CCP students may have more study halls on their schedule due to their classes being online. Until we receive this form and change it in the system, your schedule will show study halls which you are required to attend. If you want to leave the building, please fill out the form below. Hard copies available in guidance office!

[CCP Release Form](#)

Please scan QR code to access these forms on the CHS Guidance Department website



Ms. Kraft 10-12 Last Names: A-K elaina.kraft@copley-fairlawn.org	Mrs. Fuller 10-12 Last Names L-Z christa.fuller@copley-fairlawn.org
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**Rule 3333-1-65.13** went into effect starting the summer term of the 2018-19 academic year, defining underperforming students and providing regulations for College Credit Plus probation and dismissal from the program.

**PLEASE NOTE:** This rule does not alter, supersede, or affect any college or university policies or procedures on satisfactory academic progress.

### CCP PROBATION

**A student is placed on CCP Probation when he or she either:**

- Has earned lower than a cumulative 2.0 GPA in College Credit Plus courses.
- or**
- Withdraws from, or receives no credit\* for, two or more courses in same term.

**While on CCP Probation, the student:**

- May only enroll in one College Credit Plus course for one college term (semester/quarter).
- May not enroll in a college course in the same subject in which the student previously earned a D, F, or received no credit.\*

### CCP DISMISSAL

**A student is placed on CCP Dismissal when the student has failed to increase his or her GPA to 2.0 or above in College Credit Plus courses during the CCP Probation term.**

- When placed on CCP Dismissal, the student may not enroll in any College Credit Plus courses for the following college term.
- At the end of the dismissal term, the student can request to be reinstated in the program.
- The student may appeal CCP Dismissal within 5 days of being notified of dismissal status.

### APPEALS

**Probation Appeals:**

- A student on CCP Probation may appeal the ability to take a course in the same subject in which he or she previously earned a D, F, or received no credit.\*

**Dismissal Appeals:**

- Within 5 days of being dismissed, the student may submit an appeal to the secondary school to appeal CCP Dismissal.
- The secondary school shall determine whether the student may continue on CCP Dismissal, move to CCP Probation, or participate without restrictions per the school's adopted policy.

**For both types of appeals:**

- Each secondary school is required create a policy to direct the school's appeal process, as described in [Ohio Administrative Code section 3333-1-65.13](#).
- Extenuating circumstances must be considered, separate from academic performance.

\* "No credit" under this rule has been interpreted to mean a transcript entry of W, NC, or equivalent.

# CCP PROBATION & DISMISSAL ROLES & RESPONSIBILITIES

## STUDENTS, PARENTS, SECONDARY SCHOOLS, COLLEGES, & UNIVERSITIES

Review the complete rule ([Ohio Administrative Code 3333-1-65.13](http://codes.ohio.gov) available at <http://codes.ohio.gov>) for details regarding course restrictions, dis-enrollments, policy development, counseling sessions, advising, etc.

## SECONDARY SCHOOLS

Are responsible for:

- Placing students on CCP Probation and/or CCP Dismissal, creating an appeals policy, and managing the appeals process.
- Reviewing the college grades and cumulative GPA's of students.
- Notifying the student and parents of a student's CCP Probation or CCP Dismissal status.
- Verify correct enrollment while on CCP probation.

## COLLEGES & UNIVERSITIES

Are responsible for:

- Sending pre-term notices of student enrollment to secondary schools.
- Sending student grades to secondary schools as soon as possible after the term ends.

## HOMESCHOOLED STUDENTS & FAMILIES

Review entire rule for details on compliance, funding, and payment responsibilities. Actions required by secondary schools must be taken by the parent of the homeschooled student.

## IMPLEMENTATION RESOURCES

Visit the “**Underperforming Students Rule**” section of [www.ohiohighered.org/ccp/resources](http://www.ohiohighered.org/ccp/resources) for:

- [Guidance for Creating an Underperforming Student Policy & Sample Template.](#)
- [CCP Probation and Dismissal Form](#) for use with students and families.
- [Probation Scenarios GPA Calculator](#) to assist with determining student GPA's.

## Intent to Participate in College Credit Plus

Academic Year 2025 – 2026: Public Schools

Date*		
School Name	Copley High School	
Student Name		
Student Grade in 2025 – 2026		
Parent/Guardian Name		
Home Address		
Parent Phone Number		
Parent Email Address		
Student Phone Number		
Student Email Address		

\*After April 1, you will need permission from the school principal to participate.

### Declaration of Intent

I would like to declare my intent to participate in the College Credit Plus program. I understand that signing this form does not require that I participate during the upcoming school year, and I may decide not to participate without consequence.

I also understand that it is my responsibility to notify my school if I do not gain admission to my selected institution of higher education or choose not to participate in the program. In addition, I certify that I have received counseling about the College Credit Plus program concerning the rules and regulations for both my school and the college, and that I understand my responsibilities, the benefits, and possible risks of participating in the College Credit Plus program.

Please sign and return this form to the secondary school by April 1.

Parent Signature	
Student Signature	
Date	



## College Credit Plus Program Signature Page



**Instructions:** Please complete both the College Credit Plus Signature Page and Permission Slip. The Signature Page requires the signature of the student, the student's parent or legal guardian and the student's high school counselor. The Permission Slip requires the signature of the student and the student's parent or legal guardian. Processing of the application will not be completed without all signatures.

**To be signed by student:** I have been apprised and understand all the options available to me under the College Credit Plus Program. I also understand that all grades earned as a result of taking coursework at The University of Akron will become a part of an education record that will be permanently maintained at this University. I also understand that my failure to complete courses may affect my high school graduation. I give permission for the exchange of education records between The University of Akron and my school district.

Printed Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Street Address \_\_\_\_\_ Last 4 Digits of SS# \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_

**X Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

This must be signed in order for application to be complete.

**To be signed by parent (or legal guardian):** I fully understand all the options and ramifications involved with participation in this program. Furthermore, I understand that should my son/daughter fail, withdraw or stop attending any course that I will be financially responsible for all tuition, fees and costs associated with my child's enrollment. I also give my permission for the exchange of education records between the University and my child's school district. I understand that the rights afforded to me respecting The University of Akron education records of my child shall hereafter only be accorded to my child (as required by the Buckley Amendment).

Printed Name \_\_\_\_\_

**X Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

This must be signed in order for application to be complete.

**To be signed and completed by the counselor:** I have fully advised this student and his/her parents of all the available options and ramifications involved in the College Credit Plus Program.

Printed Name \_\_\_\_\_ E-mail \_\_\_\_\_

High School \_\_\_\_\_

**X Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

This must be signed in order for application to be complete.

Please e-mail completed forms to: [admissions@uakron.edu](mailto:admissions@uakron.edu)

Or mail to: The University of Akron  
Office of Undergraduate Admissions  
Akron, OH 44325-2001  
330-972-7100 or 1-800-655-7100



# PERMISSION SLIP

This permission slip must be completed and signed by the student and his or her parent or guardian in order for the student to enroll in college courses under the College Credit Plus program.

A student eligible to participate in College Credit Plus and admitted to a college or university will enroll in actual college courses, which *may* include “mature subject matter” as defined in Ohio Revised Code 3365.035.

**PLEASE TYPE OR PRINT:**

We \_\_\_\_\_ (Student Name) and \_\_\_\_\_ (Parent Name) hereby understand that by enrolling in College Credit Plus courses:

- Content *may* include mature subject matter that will not be modified based upon College Credit Plus enrollee participation regardless of where course instruction occurs; and
- State law requires this signed form be submitted in the student's application to the college or university following that college or university's instructions for submission of application materials.

The signatures below indicate permission is granted to participate in College Credit Plus. It is the parent's or guardian's responsibility to be aware of and monitor the student's enrollment based on information provided by the college.

Student Information – **PLEASE TYPE OR PRINT:**

Student Name: \_\_\_\_\_

Email Address:

Phone Number: \_\_\_\_\_

Name of High School (or homeschooled): \_\_\_\_\_

Parent Information – **PLEASE TYPE OR PRINT:**

Parent Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please e-mail completed forms to: [admissions@uakron.edu](mailto:admissions@uakron.edu)**

**Or mail to:      The University of Akron  
Office of Undergraduate Admissions  
Akron, OH 44325-2001  
330-972-7100 or 1-800-655-7100**



This permission slip must be completed and signed by the student and his or her parent or guardian in order for the student to enroll in college courses under the College Credit Plus program.

A student eligible to participate in College Credit Plus and admitted to a college or university will enroll in actual college courses, which *may* include “mature subject matter” as defined in Ohio Revised Code 3365.035.

**PLEASE TYPE OR PRINT:**

We \_\_\_\_\_ (Student Name) and \_\_\_\_\_ (Parent Name) hereby understand that by enrolling in College Credit Plus courses:

- Content *may* include mature subject matter that will not be modified based upon College Credit Plus enrollee participation regardless of where course instruction occurs; and
- State law requires this signed form be submitted in the student’s application to the college or university following that college or university’s instructions for submission of application materials.

The signatures below indicate permission is granted to participate in College Credit Plus. It is the parent’s or guardian’s responsibility to be aware of and monitor the student’s enrollment based on information provided by the college.

Student Information – **PLEASE TYPE OR PRINT:**

Student Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name of High School (or homeschooled): \_\_\_\_\_

Parent Information – **PLEASE TYPE OR PRINT:**

Parent Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**RETURN THIS COMPLETED FORM TO THE COLLEGE OR UNIVERSITY TO WHICH THE STUDENT IS APPLYING.  
FOLLOW THE COLLEGE OR UNIVERSITY’S INSTRUCTIONS TO SUBMIT THIS FORM.**

**RETURN TO:**

ccp@starkstate.edu (preferred method)

or

Stark State College  
College Credit Plus  
6200 Frank Ave. NW  
North Canton, OH 44720

Legal NameLast	First	M.I.	Name of Middle/High School	Grade Level
Address			City	State
Phone			Parent/Guardian Name	

**Parent/Legal Guardian consent for student to participate in College Credit Plus program**

If accepted, I hereby grant permission for my student to enroll in the College Credit Plus program at Kent State University. I understand:

- Completion of this consent form does not guarantee admission to the University or to a specific course(s). Students must first meet state remediation free standards. Then, students must provide a completed online application, middle/high school transcript, ACT/SAT/ACCUPLACER scores, and meet the admission criteria of the Kent State campus to which they apply and the campus(es) through which they take courses. Students must meet course placement requirements and prerequisites for ALL courses.
- College Credit Plus funding is available for Ohio Residents. Applicants and participants who are not Ohio residents or not US citizens will not receive CCP funding and will be expected to pay out of pocket for tuition and may be subject to pay out-of-state and/or international fees. Non-Ohio residents and non-US citizens may petition for Ohio residency through it is not a guarantee that it will be granted. [Residency Information](#) and [Residency Form](#).
- Courses taken under Option B will become a part of the students' permanent college academic record, will be included on the high school transcript, and calculated in the high school grade point average.
- If a student fails a course and/or withdraws at the point they would receive a "W", the school district may bill the family for the cost of attendance. Students who withdraw from a college course should consult with both their college academic advisor and their school counselor before doing so.
- CCP students will be in classes with other college students from a variety of ages and backgrounds and may be required to interact with classmates on group work and projects inside and outside of the classroom.
- The subject matter of the course(s) may include mature adult themes and materials and will not be modified based upon College Credit Plus student participation regardless of where the course instruction occurs (i.e., online, on college campus, at high school location).
- If the student has a documented disability, it is the student's responsibility to request necessary accommodations through the University's Student Accessibility Services (SAS) office to receive services deemed appropriate. Priority registration is not provided for CCP students registered with SAS. CCP students will register for classes after matriculated students.
- Students may not register for more hours than indicated by the school counselor/principal in alignment with state regulations. If the student registers for more than the allotted hours, they may be charged for the full cost of the course tuition, fees and books for the course(s) that cause them to exceed their allotted hours.

**Student Consent for Release of Information**

If accepted, I hereby grant permission to Kent State University to:

- Notify me, my parent/guardian, and my school district of my acceptance into the College Credit Plus program.
- Notify me, my parent/guardian, and school district of my course registration(s) under this program.
- Notify me, my parent/guardian, and my school district if I fail to complete one or more courses as a result of a formal withdrawal process or if I fail to attend classes regularly that are taken under this program; and
- Send any grades I receive in this program to my school district.
- In addition, I understand, in accordance with provisions of the law regarding the College Credit Plus Option B Program in which the State of Ohio Department of Education will reimburse the University for my college expenses, that if I fail to complete the course(s), whether through a formal withdrawal/exit process, failing grade, or nonattendance (other than reasons generally accepted by the school district or provided for under ORC 3365), or if a course(s) I take cause me to exceed the maximum yearly credit hours permitted under College Credit Plus, I may be responsible for reimbursement to my school district and/or the University for tuition, fees, books and materials. Students who do not complete the mandatory orientation or academic advising appointment will not be able to register until they have done so. If they fail to complete this requirement prior to the course add deadline they will be assessed a \$100 late course registration fee to their bursar's account for which the student will be responsible.

By my signature, I attest to the fact that all information given on the online application is complete and correct and agree to the terms and statement included herein. Any intentional omission or falsification will result in denial of admission or immediate dismissal.

**Applicants and Parents/Guardians Must Sign Here**

Applicant's Signature	Date	Parent/Guardian Signature	Date
Applicant's Printed Name		Parent/Guardian's Printed Name	



This permission slip must be completed and signed by the student and his or her parent or guardian in order for the student to enroll in college courses under the College Credit Plus program.

A student eligible to participate in College Credit Plus and admitted to a college or university will enroll in actual college courses, which *may* include “mature subject matter” as defined in Ohio Revised Code 3365.035.

**PLEASE TYPE OR PRINT:**

We \_\_\_\_\_ (Student Name) and \_\_\_\_\_ (Parent Name) hereby understand that by enrolling in College Credit Plus courses:

- Content *may* include mature subject matter that will not be modified based upon College Credit Plus enrollee participation regardless of where course instruction occurs; and
- State law requires this signed form be submitted in the student’s application to the college or university following that college or university’s instructions for submission of application materials.

The signatures below indicate permission is granted to participate in College Credit Plus. It is the parent’s or guardian’s responsibility to be aware of and monitor the student’s enrollment based on information provided by the college.

Student Information – **PLEASE TYPE OR PRINT:**

Student Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Name of High School (or homeschooled): \_\_\_\_\_

Parent Information – **PLEASE TYPE OR PRINT:**

Parent Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Upload completed form directly to your CCP application by logging into your application portal or email to the appropriate campus below:**

**Ashtabula Campus:** [ashtabula\\_admissions@kent.edu](mailto:ashtabula_admissions@kent.edu)

**East Liverpool Campus:** [dbean3@kent.edu](mailto:dbean3@kent.edu)

**Geauga/Twinsburg Campus:** [geaugaadmissions@kent.edu](mailto:geaugaadmissions@kent.edu)

**Kent Campus:** [ccp@kent.edu](mailto:ccp@kent.edu)

**Salem Campus:** [ktoothma@kent.edu](mailto:ktoothma@kent.edu)

**Stark Campus:** [ksustarkccp@kent.edu](mailto:ksustarkccp@kent.edu)

**Trumbull Campus:** [tbettike@kent.edu](mailto:tbettike@kent.edu)

**Tuscarawas Campus:** [infotusc@kent.edu](mailto:infotusc@kent.edu)

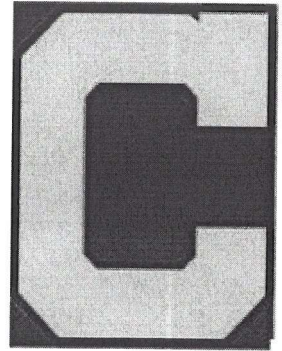
# Copley High School

3807 Ridgewood Rd

Copley, OH 44321

Phone: 330-664-4822

<https://www.copley-fairlawn.org/chs>



## TRANSCRIPT RELEASE FORM

I give my permission to release Copley High School transcript for the purpose of

I give my permission to release Copley High School transcript for the purpose of college application, scholarship application, and/or NCAA eligibility.

Student Name \_\_\_\_\_ (Please Print)

Date of Birth \_\_\_\_\_

Student Signature/Date \_\_\_\_\_

Parent Signature/Date \_\_\_\_\_

Signature of parent or legal guardian is required if the student is under the age of 18. Please be aware: To send official transcripts students must make requests through Naviance and the guidance office.

Transcripts will not be considered official unless sent directly from the guidance office to the institution or organization



# Copley-Fairlawn City Schools

## College Credit Plus

### CFCS Technology Agreement

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College Credit Plus (CCP) courses require students to have access to software, resources, content, communication platforms and virtual environments not normally approved for student use at Copley High School. These items will be utilized for educational purposes under the guidance of the CCP instructors and require a less-restrictive content-filtering/access control policy applied to student accounts and Chromebooks.

Examples of the items students enrolled in CCP courses will be able to access include, but are not limited to, unrestricted streaming media, the ability to search mature content, video conferencing platforms, email/chat platforms and instructional platforms not monitored by Copley-Fairlawn City Schools.

By signing below, the student and parent/guardian agree to follow and accept the following terms.

- In order to complete the course requirements, CCP students will be provided with a less-restrictive content-filtering/access control policy on student Chromebooks and accounts.
- Students are expected to abide by the Copley-Fairlawn City Schools Acceptable Use Policy at all times (<https://www.copley-fairlawn.org/aup>).
- Access to less-restrictive technology policies will be used responsibly and only for the purpose of completing the CCP Courses.
- Violating the Copley-Fairlawn City Schools Acceptable Use Policy may result in loss of technology privileges and/or other disciplinary measures.

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_