

Running Start Contract

Running Start Students and Parents/Guardians: Please read carefully and sign below

ctcLink ID # (EMPLID): _____

I, _____ (print name), a Running Start Student at South Seattle College am aware of the following:

I, _____ (print name), a parent/guardian of a Running Start Student at South Seattle College am aware of the following:

1. All South Seattle College courses will become part of the student's **permanent record**. **Only students** have access to their own college grades and records. Parents/Guardians may obtain a student's record only if a student-signed release form is on file. At the end of each quarter a college transcript will be sent to your high school for courses and grades to be transferred.
2. College instructors are not required to notify parents/guardians or high schools when a student is failing or not attending class. Instructors do not inform parents of student progress in college classes. Instructors are not aware which students are in the Running Start program.
3. Students are required **each quarter** to have a new Running Start Enrollment Verification form signed by the high school counselor and a parent/guardian
4. Students are responsible for meeting all high school graduation requirements and for determining how high school and South Seattle College courses meet two-year and four-year college requirements and specific program requirements. Students need to see both their high school counselor and running start advisor for academic advising.
5. Students are responsible for the following at South Seattle College:
 - All non-tuition costs (registration fees, student ID card, and books)
 - Tuition for pre-college courses (below the 100 level)
 - Tuition or fees in excess of approved credit maximum
 - Transportation
6. Students are responsible for arranging the college class schedule so it does not conflict with their high school schedule. College courses are offered in three 10 week quarters beginning in late September, early January, and late March/early April. Running Start does not cover summer quarter courses.
7. Classes needed to satisfy high school graduation requirements should be listed first on the verification form. Leaving graduation requirements to the last quarter before graduation may prevent participation in high school commencement because the high school will not have sufficient time to verify completion of required courses. College instructors are not required to give evaluation of course work before the end of the quarter.

8. The signature of the RS advisor is required to both add and drop classes. Once the add/drop form has been filled out and signed, the student must take the form directly to the Registrar. If a student wants to drop a class, s/he is responsible for officially withdrawing by the 8th week of the quarter; it is not possible to withdraw after the 8th week. If all the above steps are not followed the student may receive a 0.0 (fail) on their transcript. If a student withdraws after the second week of the quarter a “w” grade will appear on the college transcript and no credit is earned. If a student does not officially withdraw, s/he will receive a 0.0 grade on their permanent college transcript. A college transcript with many “w” grades can jeopardize future college admission.
9. A student may participate in Running Start for a maximum of 6 quarters, his/her eligibility terminating in the end of the 12th grade academic year. Fifth Year seniors may enroll in Running Start but may only enroll in classes that meet high school graduation requirements and must have previously been enrolled as a Running Start student.
10. My parent/guardian and I understand that I am expected to attend all courses, participate fully in all course activities, including labs and field trips. We understand that I will be taking courses with the general college student population and that college is an adult learning environment and course content will not be censored.

Student Signature _____ Date _____

High School _____ Graduation Year _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian contact information:

	Name	Phone	Email
1			
2			