

**CHECKLIST / AGREEMENT FOR  
START COLLEGE NOW & EARLY COLLEGE CREDIT PROGRAM**

This sheet needs to be submitted with official application to your school counselor.

**STUDENT INFORMATION**

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

Grade: \_\_\_\_\_

School Counselor: \_\_\_\_\_

**SEMESTER SEEKING ENROLLMENT**

Requests must be submitted to school counselor by dates listed below. Late submissions will not be honored.

- Fall Semester (deadline for request is March 1)
- Spring Semester (deadline for request is October 1)

**DOCUMENTS TO BE SUBMITTED**

Please check that all the items listed below are attached and completed before submitting. If there is missing information, the SCN packet will be returned to you.

- Checklist / Agreement Form (this form)
- Start College Now Application OR Early College Credit Program and High School Special Agreement Form
- College Course Description - Print and include a description of the course from the institution

**STATEMENTS OF EXPECTATIONS:** The student should initial the below statements.

\_\_\_\_\_ I have read Board of Education Policy #343.42 and Administrative Regulation #343.42A and understand both the District and Student/Parent obligations.

\_\_\_\_\_ I understand I am expected to pay for any incidental university/college fees (such as extension fees and parking permit) and for equipment, tools, supplies and consumables (notebooks, workbooks, uniforms) which will become my property and/or as applicable.

\_\_\_\_\_ I understand that I must return any textbook(s) and material(s) (in usable condition) to my high school counselor within two weeks after the course completion date. If not returned, I will reimburse the cost of the book to the Mount Horeb Area School District.

**OVER -->**

\_\_\_\_\_ I understand that I will be expected to pay any costs associated with the course(s) including books, etc. if I fail the course(s) or do not complete the course(s).

\_\_\_\_\_ I understand that transportation will not be provided to me by the School District.

**CONFIRMATION:** I have reviewed all materials and consider the application materials complete.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

**FINAL STEPS**

Counselor: Packet is *complete* and appropriate:  Yes or  No

Board of Education review on \_\_\_ \_\_\_ / \_\_\_ \_\_\_ / \_\_\_ \_\_\_ \_\_\_

Board Approval:  Yes or  No

Student notified of Board of Education decision on \_\_\_ \_\_\_ / \_\_\_ \_\_\_ / \_\_\_ \_\_\_ \_\_\_