| **DAVID Y. IGE**  GOVERNOR | **STATE OF HAWAI’I**  **Lahainaluna High School**  **Founded 1831**  980 Lahainaluna Road. Lahaina, Hawaii 96761  Phone (808) 662-4000- Fax (808) 662-3997 | **KEITH HAYASHI**  INTERIM SUPERINTENDENT |
| --- | --- | --- |

**Fall and Spring 2022-2023**

RE: Lahainaluna High School Early College Degree Seeking Consent Form

Dear Parent/Guardian,

Congratulations! This letter is to inform you that your child has expressed an interest in participating in the Lahainaluna High School (LHS) Early College Degree Seeking program. Early College Degree Seeking program is a program that allows high school students to earn their college associate’s degree and high school diploma at the same time.

This inaugural Early College Degree Seeking Cohort will have all college courses pre-selected by UH Maui College and Lahainaluna High School to best ensure that all students will meet the Liberal Arts Associate’s Degree requirements by the end of their senior year of high school.

Waipahu High School has offered to include interested Lahainaluna students to some of their sheltered classes, these classes will be taught by UH West Oahu or Leeward Community College professors. Students may also have the option of taking a major other than Liberal Arts alongside students from Waipahu High School, in the coming years. This is still in the planning stages and is not available for the 2022-2023 school year.

These are the fall and spring courses all Early College Degree Seeking students will be taking freshman year. Course descriptions are attached.

**Fall 2022 - IS 105**

**Spring 2023 - IS 106**

**Summer 2023 - ICS 101**

Students will always have the option to leave the Early College Degree Seeking Cohort and join the Non-Degree Seeking Cohort. There will be required paperwork to leave the Early College Degree Seeking Cohort. Students who want to enter into the Early College Degree Seeking Cohort must do so by the end of their freshman year, otherwise there may be too many classes they must take to catch up to their cohort.

Final registration into the Early College class is based on 1) LHS Early College application & counselor/teacher recommendation, 2) class availability and enrollment capacity, 3) Ed Ready Placement scores and course prerequisites, and 4) returning student status.

The Lahainaluna High School Early College program adheres to the DOE/UH Memorandum of Agreement, UH and UHCC admissions criteria, regulations and policies of each respective institution of higher education (IHE) partner. Accordingly, the following guidelines articulate the admissions criteria:

1. Lahainaluna Early College applicants need a 3.0 cumulative GPA or better;
2. Application to Early College is open to all students with consent of Principal, parent/guardian and Counselor;
3. Demonstration of interest, desire/drive to achieve, and character;
4. Satisfactory Ed Ready Placement (or equivalent) that meets or exceeds the prerequisite for the course; and
5. Completion and submission of all Early College forms, documentation, and consent.

By signing this agreement all parties understand and agree to the following:

1. **The University of Hawaii and the high school reserves the right to determine admission to the university/college and/or registration in classes**.
2. The parent/guardian and student understand that if the student does not successfully complete the Early College dual credit course(s), the student may not meet high school graduation requirements.
3. The student and/or parent/guardian may, when applicable, be responsible for consumable supplies, transportation, and other related educational expenses; notwithstanding, students will be informed of such expense in advance.
4. The parent/guardian and the student understand that the student is expected to fully participate in all course activities (including off-campus field trips), courses which may be held at the college, labs, and course content which may involve exposure to alternative viewpoints that may include material of an adult nature.
5. The parent/guardian and student understand that the Hawaii State Department of Education is not liable for the student's health and safety when the student has left the high school campus.
6. The high school is the final authority on high school graduation requirements. Your child must work closely with her/his high school counselor to ensure that graduation requirements are met. It is the student’s responsibility to ensure that college course(s) completed as part of the Early College program will also meet high school graduation requirements. If your child does not successfully complete the Early College course(s), he/she may not meet high school graduation requirements.In this instance they should contact their high school guidance counselor.
7. All Early College students have the same rights and responsibilities as any other University of Hawaii Community College student and must comply with the applicable University of Hawaii Community College Student Conduct Code.
8. The student and parent/guardian gives permission for UHMC to share and release application and registration information, student health records, UH ID numbers, Placement test scores, Free or Reduced Lunch status, ethnicity, ELL status, student survey data and grades to each respective authority.

With your consent, your child may apply and may be registered for an Early College Degree Seeking Program depending on the aforementioned criteria and funding. Should your child be registered for a course and fail to abide by the University of Hawaii and Lahainaluna High School policies, procedures and deadlines, the Principal and/or her designee reserves the right to disenroll your child for violation of student conduct code and/or repeated failure to complete coursework*.* In such cases, or should your son/daughter fail to complete the course with a grade of D or better, your son/daughter must take or retake the equivalent high school course during summer school or designated online school if the course fulfilled a graduation requirement.

If there are any concerns or questions, please feel free to contact Ilima Greig-Hong at 808-662-4000 ext. 233, or Kristy Arakawa at ext. 247.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature & Date Student Signature & Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Parent/Guardian Name Printed Student Name

**Things to Consider Before Applying for Dual Credit Programs**

The decision to begin college early is an important one. It is important to consider each student’s maturity level in making choices about educational options. Although a student may be academically prepared for college level coursework, s/he may find the demands of college extremely overwhelming. Student success requires motivated individuals who work independently, take initiative, have good study skills, and are able to responsibly complete assignments on-time throughout the semester.

Parents and students should give careful consideration to the appropriateness of the Early College program before enrolling. Students should always keep in mind that they are starting a permanent college transcript when they take any college class. High school and college advisors are available to discuss the many options available for early college access. Like any early access program, Early College has its own strengths and limitations:

| **Program Strengths** | **Program Limitations** |
| --- | --- |
| * Students have the opportunity to take courses that may not be offered at their local high schools. * Academically prepared students have an opportunity to get a head start on taking college level courses and earning high school and college credits simultaneously. * Students have an opportunity to experience post-secondary education while in high school, easing the transition from high school to college and making future educational and career plans more realistic. * Students who have difficulty fitting into a traditional high school setting may flourish in a different educational setting. * Students and their families can reduce the cost of a college. * In college, high school students gain maturity and knowledge through participation in upper level courses and the diversity of other college students. | * Withdrawing from a course mid-semester could affect a student’s high school graduation status. * Some academically qualified students may not be ready socially or emotionally for the college environment and may find the independence and speed of college classes overwhelming. * High schools provide social networks and social development experiences for teenagers which are not as accessible at the college level. * College schedules may conflict with high school classes or extracurricular activities (sports, drama, clubs, etc.), so careful planning must occur in order to avoid conflicts with family, work, and school activities. * The college academic calendar may operate differently from the high school academic calendar (holidays and vacation periods are often different). * Students are expected to attend classes at the college even though their high schools may not be in session. |

**What to Expect as a College Student**

Once students begin attending college, they will be considered as "regular" college students. The college faculty will expect the same level of classroom participation and quality of work from all students. Students will be expected to meet class deadlines, be prepared for class, ask questions, and conduct themselves as responsible adults. If students are having difficulty or need additional assistance, it is their responsibility to seek out the instructor. Instructors keep posted office hours when students can come to see them for help or discussion. Appointments can usually be made outside of office hours if students have a schedule conflict. Other things students can expect to encounter as college students are:

**Class Pace**: The academic pace of college classes is faster than in high school. For example, a high school math class that is taught in one year at the high school is taught in one semester at the college. There is little time for faculty to stop and review lessons for students who do not understand the material or who are absent from class. However, faculty members do encourage students to come to their offices for individual help.

**Homework**: Many college classes demand an average of 2 hours of homework for each hour of class time. Unlike high school, classroom time is not given to students for completing homework.

**Class Size**: Classes can vary in size from 10 to 35 students, with an average class size of about 30 students.

**Attendance**: Some faculty take attendance, others do not. It is the student’s responsibility to be prepared for class every day and meet all deadlines. Some faculty give pop quizzes and expect all papers to be turned in on time with no possibility for make-up work.

**Class Participation**: This is an integral part of college and many faculty require students to participate in classroom discussions. Faculty will provide a syllabus at the beginning of the semester outlining their expectations. It is the student’s responsibility to understand and follow through with these expectations.

**Withdrawing/Dropping a Class**: Withdrawing from a class may have serious implications on a student’s high school graduation status. To withdraw from a class, students must obtain and fill out the correct form from the college office. A copy of this form should be given to the high school counselor and/or Early College counselor. Many students believe that if they simply stop attending, they will be withdrawn from a course; this is NOT true, and students must officially withdraw by filling out the correct form and informing the proper officials.

**Grade Reports**: Grades are posted on "My UH Portal" following final exams. Each high school will receive grade reports for their Early College students and will, in turn, post these credits/grades on each student’s high school transcript according to Department of Education guidelines.

**Academic Records**: Students successfully completing classes through the Early College program will receive both high school and college credit. Grades received become part of their permanent college transcript.

**Academic Standards**: The University of Hawai‘i has an Academic Standards Policy. Students must maintain a 2.0 grade point average each semester. Students whose cumulative GPA falls below a 2.0 for any one semester may be placed on academic probation. Students may face dismissal from the college if they are academically deficient. In general, a minimum cumulative GPA of 2.0 is required for college graduation.

**Costs**: Generally, college expenses (tuition, books, lab fees, transportation, etc.) are the responsibility of the Early College student; however, through multiple sources, Lahainaluna Early College courses are free to Lahainaluna High School students.

**Parent’s Access to Student Records**: It is the policy of the University of Hawai‘i to regard Early College students as "regular college students," as such, Early College students are treated as adults. Colleges are not allowed to give information regarding a student’s attendance or progress to parents without the student’s written permission. In addition, faculty will not discuss the student’s progress without written consent from the student.

**Transferring to Another College or University**: College credits are transferable to all University of Hawai‘i campuses, according to the guidelines of each institution. Students interested in attending private or out-of-state colleges should contact each institution on an individual basis for their policy on accepting Early College credits. It is important for students to consult with college admissions representatives and university advisors as early as possible to ensure the credits are transferable.

You may use: [www.transferology.com](http://www.transferology.com) to see if credits are accepted at other participating colleges.

**Course Description for IS 105, IS 106 & ICS 101**

**IS 105 CAREER/LIFE EXPLORATION & PLANNING (Fall Course)**

Prepares students for effective career/life exploration, planning and decisions. Emphasizes self-assessment, world of work information, survey of occupational clusters and related academic preparation relevant to self-assessed interests, and values and decision-making. Students cannot take both IS 105 and IS 105B for credit toward a degree.

**CREDITS HIGH SCHOOL EQUIVALENT COURSE**

3 Elective

**IS 106 College Orientation I (Spring Course)**

Develops knowledge, skills, and attitudes associated with personal, academic, and career success. Provides overviews of college policies, procedures, and curricular offerings. Develops communication and teamwork skills. Encourages contacts with students and staff. Strongly recommended for entering students.

**CREDITS HIGH SCHOOL EQUIVALENT COURSE**

2 Elective

**ICS 101 Digital Tools for the for the Information World (Summer Course)**

Emphasizes production of professional level documents, spreadsheets, presentations, databases, and web pages for problem solving. Includes concepts, terminology, and a contemporary operating system. Meets requirements for UH Mānoa and UH Hilo College of Business and UH Mānoa Biology program and Botany Department.

**CREDITS HIGH SCHOOL EQUIVALENT COURSE**

3 Elective