



Students, parents/guardians/foster parents and districts: read and follow the directions below to ensure all processes are completed properly.

STUDENT/PARENT/GUARDIAN/FOSTER PARENT

The student has responsibility for:

- submitting this form, completed with all required signatures, to the district by the designated due date
- obtaining the admissions and registration information for the UW System institution he or she wants to attend
- completing the college admissions and registration processes, and
- informing his or her district of the courses in which he or she actually enrolls.

STUDENT SPECIFIC RESPONSIBILITIES

1. Complete one form for each term you wish to enroll at the given UW System institution.
2. Review the following Early College Credit Program information:
When signing this form, the student and parent/guardian/foster parent assures understanding of and/or compliance with the following conditions:
 - a. Student shall comply with admission criteria for college course(s) taken under the Early College Credit Program.
 - b. Student/Parent/Guardian/Foster Parent may be required to reimburse the school district for tuition, fees, book, and material costs if the student fails or fails to complete a course.
3. In Section I, sign and date (if student is under 18, parent/guardian/foster parent must also sign and date).
4. Submit this form (with all sections completed) by the designated due date (**February 1** for summer courses, **March 1** for fall courses, and **October 1** for spring courses) to the School District in which student is enrolled. This is typically done by submitting the form to a school counselor or Early College Credit Program Coordinator.
5. Upon notification from district of the course(s) that have been approved, complete the application process for the UW System institution at which the Early College Credit Program course(s) was/were approved and work with the UW System institution personnel as well as a high school counselor to enroll in appropriate course(s).
6. Follow the application and registration requirements and deadlines at the UW institution.
7. Submit all required documentation (i.e. high school transcripts along with any prerequisite documentation (test scores)).
8. Notify the district of the course(s) in which the student has enrolled (the college or university may do this directly with the district, but the student should follow-up to ensure the district has been notified).
9. If you have a documented disability and need accommodations, contact the UW System institution for additional information and assistance.
10. The UW institution may require a parent/guardian/foster parent signature on a form regarding the safety of minors on campus. If needed, the form will be provided to the student.

SCHOOL DISTRICT RESPONSIBILITIES

1. After receiving the Early College Credit Program and High School Special Agreement Form, review the form and necessary supporting documents to verify student eligibility.
2. School District representative takes formal action on course request (approval/denial).
3. Notify the student, in writing, of the district's decision (approval or denial). Regardless of how the notification is completed, both the student and the district should receive/maintain a copy of the completed and signed application.
4. Indicate with a check mark the approved courses in the "District Approval" column.
5. Send the completed and signed Early College Credit Program and High School Special Agreement Form to the college or university.

HIGH SCHOOL SPECIAL

Admission as a High School Special (student pays tuition) does not require School District approval. High School Counselors/Staff Advisors must sign the form and send to the college or university. Students should check with the UW System institution for timelines and requirements for High School Special students.

**UNIVERSITY OF WISCONSIN SYSTEM****EARLY COLLEGE CREDIT PROGRAM AND HIGH SCHOOL SPECIAL AGREEMENT FORM**

Please submit this form and include the official high school transcript (unless sent by electronic transmission) and, if applicable, ACT/SAT scores to:

<p>UW-EAU CLAIRE UW-EAU CLAIRE – BARRON COUNTY Admissions Office 715.836.5415 admissions@uwec.edu www.uwec.edu PO Box 4004, Eau Claire, WI 54702</p>	<p>UW-OSHKOSH UW-OSHKOSH, FOND DU LAC CAMPUS UW-OSHKOSH, FOX CITIES CAMPUS Admissions Office 920.424.3164 admissions@uwosh.edu www.admissions.uwosh.edu 800 Algoma Blvd, Oshkosh, WI 54901</p>	<p>UW-STOUT Admissions Office 715.232.1232 admissions@uwstout.edu www.uwstout.edu 212 Sorensen Hall, Menomonie, WI 54751</p>
<p>UW-GREEN BAY UW-GREEN BAY, MANITOWOC CAMPUS UW-GREEN BAY, MARINETTE CAMPUS UW-GREEN BAY, SHEBOYGAN CAMPUS K12 Relations 920.465.2035 eccp@uwgb.edu www.uwgb.edu/k12relations 2420 Nicolet Dr, Green Bay, WI 54311</p>	<p>UW-PARKSIDE Office of Admissions and New Student Services 262.595.2355 admissions@uwp.edu www.uwp.edu 900 Wood Rd, Kenosha, WI 53141</p>	<p>UW-SUPERIOR Admissions Office 715.394.8230 admissions@uwsuper.edu www.uwsuper.edu Belknap and Catlin Ave PO Box 2000, Superior, WI 54880</p>
<p>UW-LA CROSSE Admissions Office 608.785.8939 admissions@uwlax.edu www.uwlax.edu 1725 State St, La Crosse, WI 54601</p>	<p>UW-PLATTEVILLE UW-PLATTEVILLE BARABOO SAUK COUNTY UW-PLATTEVILLE RICHLAND Admissions Office 608.342.1125 admit@uwplatt.edu www.uwplatt.edu 1300 Ullsvik Hall, 1 University Plaza, Platteville, WI 53818</p>	<p>UW-WHITEWATER UW-WHITEWATER AT ROCK COUNTY Admissions Office 262.472.1440 uwwadmit@uww.edu www.uww.edu 800 West Main St, Whitewater, WI 53190</p>
<p>UW-MADISON Adult Career & Special Student Services 608.263.6960 highschoolcredit@dcs.wisc.edu www.acsss.wisc.edu/high-school 21 N Park St, Suite 7101, Madison, WI 53715</p>	<p>UW-RIVER FALLS Admissions Office 715.425.3500 admissions@uwrf.edu www.uwrf.edu 410 S Third St, River Falls, WI 54022</p>	<p>UW-INDEPENDENT LEARNING Student Services 608.800.6750 IL@uwex.edu www.il.wisconsin.edu 5602 Research Park Blvd STE 300 Madison, WI 53719</p>
<p>UW-MILWAUKEE UW-MILWAUKEE AT WASHINGTON COUNTY UW-MILWAUKEE AT WAUKESHA 414.229.6357 dual-enrollment@uwm.edu www.uwm.edu/dualenrollment PO Box 749, Milwaukee, WI 53201</p>	<p>UW-STEVENS POINT UW-STEVENS POINT AT MARSHFIELD UW-STEVENS POINT AT WAUSAU Admissions Office Angela Schmidt aschmidt@uwsp.edu www.uwsp.edu 2000 W 5th St, Marshfield, WI 54449</p>	



**UNIVERSITY OF WISCONSIN SYSTEM
EARLY COLLEGE CREDIT PROGRAM AND HIGH SCHOOL SPECIAL AGREEMENT FORM**

Complete this form if you are currently enrolled in high school and wish to enroll for undergraduate courses at a University of Wisconsin (UW) System institution before high school graduation. Please carefully read the instructions on page two before completing any part of this form. A separate form must be completed for each UW System institution and for each term you wish to enroll.

SECTION I – STUDENT INFORMATION (TO BE COMPLETED BY STUDENT) (PLEASE TYPE OR PRINT IN INK)

Applying to: University of Wisconsin-_____ (use a separate form for each institution)

Applying for: Fall Semester 20_____ Spring Semester 20_____ Summer Session 20_____

Applying as (check all that apply): Early College Credit (school determines tuition payment) High School Special (student pays tuition)

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth (mm/dd/yyyy): _____ Email: _____ Phone: _____

High School: _____ Anticipated Year of Graduation: _____

I certify that the information in this application is true and complete to the best of my knowledge. I understand that inaccurate information may affect my eligibility to enroll. If I enroll in the UW System, I will abide by all regulations, policies and procedures. I also understand that courses taken at any UW System institution will become part of my permanent university record and may affect my subsequent eligibility for admission to post-secondary institutions. I authorize the UW System to provide information about my course registration, grades and attendance to my high school, school district administrator and school board.

Student Applicant Signature & Date

Parent/Guardian/Foster Parent Signature & Date

Parent/Guardian/Foster Parent Printed Name

SECTION II – COURSE INFORMATION TO BE COMPLETED BY STUDENT (WITH HELP FROM COUNSELOR)

Course(s) Intending to Take	Department and Course #	# of Credits	Early College Credit Program	District Approval (Completed by School District)	High School Special	Online Course
EXAMPLE: College Writing I	ENG 110	3	X	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		X
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						

SECTION III – TO BE COMPLETED BY THE SCHOOL DISTRICT APPROVAL AUTHORITY/HIGH SCHOOL COUNSELOR/PRINCIPAL

This student has the permission of the high school administration to enroll in the above listed courses at the indicated UW System institution.

School District Approval Authority & Date

High School Counselor/Staff Advisor Signature & Date

Printed Name (Counselor/Advisor)

School Email Address (Counselor/Advisor)

Phone Number (Counselor/Advisor)

NOTE: School District approval does not guarantee admission to the university. Course enrollment is not guaranteed and subject to availability. If not participating in the Early College Credit Program, School District approval is not required.

UNIVERSITY OF WISCONSIN COLLEGES/WISCONSIN PRIVATE COLLEGES

EARLY COLLEGE CREDIT PROGRAM GUIDELINES FOR STUDENTS AND PARENTS

Please read carefully, check the appropriate response(s) to both sets of statements, sign, and return to the Counseling Office with the application. Applications will not be process unless this form is returned.

If the School District pays for an ECCP course, the course will appear on the high school transcript and the grade will be averaged into the student's GPA. If the student/parent pays for the course, it will be the parent's option to have the course listed on the transcript and included in the GPA. THIS DECISION MUST BE MADE AT THE TIME OF APPLICATION.

Please check appropriate response and move onto the next section.

___ The School District is paying for my student's class(es) and the class(es) will appear on the transcript and be included in the high school GPA.

___ I am paying for my student's classes, and I request that they not be included on my student's transcript or GPA.

___ I am paying for my student's classes, and I request that they be included on my student's transcript and included in GPA.

*******Additionally*******

Please acknowledge by checking the below responses and sign below.

___ If approved for classes, the **student** agrees to attend all Early College Credit Program classes.

___ **Student** acknowledges that he/she knows that the/she is responsible for the selection of courses, as well as checking the transferability of credits to the post-secondary institution(s) of his/her choosing.

___ If my student is approved to take classes, but does not attend or withdraws before the end of the class or fails a class, we, as **parents**, are responsible for reimbursing Hortonville High School for the cost of tuition, applicable fees and textbooks.

Parent Signature

Student Signature

Parent Printed Name

Student Printed Name

Best Contact for Parent Email or Phone

Date

This form must be returned to the Counseling Office with your application.