Highline COMMUNITY COLLEGE

Running Start Authorization to Register—2010

Required each quarter

New Student Enrollment Procedure

Step 1 Obtain a Highline Community College Running Start brochure from your high school or Highline Community College. Additional information is available on Highline's Web site (www.highline.edu).

Step 2 Complete a Highline Community College Application and pay a nonrefundable application fee.

Step 3 Take the complete COMPASS assessment. Minimum scores to qualify: **Reading—80 or complete Reading 91 with a 2.0 grade or above, and Writing—65 or complete Writing 91 with a 2.0 grade or above.**

Step 4 Complete this form and turn it in along with your assessment scores and high school transcript to Highline Community College's High School Programs office by the deadlines below. **Deadlines are firm.** We will mail your orientation/registration appointment to you.

Priority deadlines are shown in () and final deadlines are shown in [ ]:

Winter '10	(Nov. 5)	[Monday, Dec. 21, 2009]
Spring '10	(Feb. 15)	[Monday, Mar. 15, 2010]

Authorized to register for college-level courses for: ☐ Winter quarter 2010 ☐ Spring quarter 2010

Check one: ☐ New student ☐ Returning Running Start student

Name _____ HCC Student ID Number _____
Last First M.I.

Address _____ High School _____
Number and Street Apt. No.

City _____ State _____ Zip _____ School District _____

Telephone _____ Birthdate _____ Grade Level (check one) ☐ 11th ☐ 12th ☐ *12th+
(Month/Day/Year)
*If you are a second-year senior (12+) your high school counselor must complete the High School Requirements (below).

I certify that to the best of my knowledge all statements on this form are true and correct. I give Highline permission to provide my educational records to my high school.

Student signature _____ Date _____

Parent/Guardian Information and Signature

My signature grants permission for my student to enroll in the Running Start program. I understand that my student will be considered an adult college student subject to the following policies:

Progress reports: Although students may inquire about their progress at any time, faculty will not generally provide the kinds of periodic notifications of class standing typical of high school. Faculty may or may not take regular attendance.

Confidentiality of records: Faculty and staff cannot, by law, discuss a student's records with parents or guardians without written permission from the student.

Student rights and responsibilities: Students will be subject solely to Highline Community College regulations. (These can be found on our Web site.)

Adult curriculum: The curriculum is collegiate; therefore, students may be exposed to adult subject matter that is controversial. Students cannot be exempted from participation based on family objections.

College debts: Please note, if collection efforts must be pursued, debts incurred by students become the legal responsihility of the parents.

Parent/Guardian signature _____ Date _____

To be completed by your high school's Running Start Coordinator

High School Requirements: If the student is a second-year senior this section must be completed. For other students you may use this space for high school planning.

High School Requirements	HS Credits	Highline Course Equivalent	College Credits

Student high school GPA _____

I have been informed that this student intends to register in the Highline Running Start program. I also certify that this student is enrolled in this school district.

High school Running Start coordinator signature _____ Date _____

Highline Community College provides equal opportunity in education and employment and does not discriminate against anyone based on race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, or the presence of any sensory, mental or physical disability, or status as a disabled person or veteran of war, in accordance with applicable laws.

J024 09/09

High School Programs, M/S 6-10H • P.O. Box 98000 • Des Moines, WA 98198-9800 • runstart@highline.edu • (206) 878-3710, ext. 3583