

# BAINBRIDGE HIGH SCHOOL

## RUNNING START



Adam Ward, Counselor/Running Start Coordinator	<a href="mailto:award@bisd303.org">award@bisd303.org</a>	780-1259
Krista Pal, Counselor	<a href="mailto:kpal@bisd303.org">kpal@bisd303.org</a>	780-1293
Nicole Wescott, Counselor	<a href="mailto:nwescott@bisd303.org">nwescott@bisd303.org</a>	780-1291
Cara Tebo, Counselor	<a href="mailto:ctebo@bisd303.org">ctebo@bisd303.org</a>	780-1269
Lauren D'Amico, Counselor	<a href="mailto:ldamico@bisd303.org">ldamico@bisd303.org</a>	780-1292

**What is it?** Running Start (RS) does just that: It gives high school juniors and seniors a **running start on college-level classes**. Those classes count twice: once towards fulfillment of high school graduation requirements and again for college credit. It is a component of the Learning by Choice bill that allows qualified high school juniors and seniors to enroll tuition-free in college level courses (**academic or vocational**) at community colleges. Students have been known to earn their high school diploma and an Associate of Art degree through RS.

**Whom do I talk to at BHS about the program?** Contact your counselor or Mr. Adam Ward, the Running Start Coordinator.

**What makes a student eligible?** Running Start is for students who:

- (1) Have achieved junior standing as determined by credits. (12 credits or more)
- (2) Have all fines paid at BHS prior to admission at CC.
- (3) Olympic College – Have a high school GPA of 2.5 and qualify for English 101 or Math (100 level and above) through the ACCUPLACER test or submitting Smarter Balance ELA score (3 or 4). Smarter Balance Math scores are no longer used for placement.  
Seattle Central College – Qualify for English 101 through placement test/Smarter Balance score or Math 107/141
- (4) Are ready for college level work in a college environment.

**In any college, students must qualify for English 101 to take an English course or other significant reading or writing course and must qualify for a 100 level math course, in order to take college math. Many science classes will also have a math pre-requisite.**

**What does it cost?** The Running Start program funds up to 15 college-level credits each quarter (Fall, Winter and Spring). It does not pay for summer quarter. Any credits over 15 credits must be paid for by the student at regular tuition rates (resident or non-resident). In addition, students are responsible for books, fees (e.g. lab fees, private music lesson fee) and their own transportation. *Please note that books could run between \$500 and \$900 per year for a full time RS student.* An interested student who is on free or reduced lunch may get a voucher to help pay for books and fees (See Mr. Ward).

**How do graduation requirements work for Running Start students?** BHS graduation requirements do *not* change for Running Start students. BHS determines what courses at the CC will be acceptable in meeting course requirements for graduation. The student must work closely with their high school counselor to be sure all requirements, including fine arts, PE, and career education electives are met. Students should finish required courses before taking electives. *See Course Equivalency Sheet for details (on BHS Counseling website).*

**Running Start students must pass WA State Assessments required for graduation (SBA - Smarter Balance Assessment) just like the rest of their peers at Bainbridge High School.**

**Running Start Students must abide by the BHS school policy that students wishing to do Independent Study P.E. or obtain P.E. Waivers need to have a full schedule (six classes) for all four years. RS students will need to be considered full-time (at least 12 credits) for all three quarters each year to be eligible for these programs.**

**What courses can Running Start students take?** Any college level course (numbered 100 or higher) being offered for credit and for which the student meets the prerequisite can be taken. Both **academic** and **vocational** courses are available to students under this program. **Courses required for BHS graduation must be taken before students enroll in electives.** A student who started RS as a junior on a full time basis can, with careful planning, earn their BHS diploma and an A.A. degree by the end of their senior year. If a student wants to do Running Start part time, they can do so, but there are limits to how many courses a student can take between the high school and the Community College.

**What is the COMPASS/ACCUPLACER test?** Running Start candidates must submit an approved placement test at SCCC (there are many options-see link: <https://seattlecentral.edu/pdf-library/running-start/running-start-college-placement.pdf>) or take the ACCUPLACER test at OC. These are tests designed for use by CCs to assist in the proper placement of students in English and math courses. RS students must demonstrate that they are eligible for college level course work. Passing the math portion of the test enables the student to take math classes and some science classes; passing the English part of the test enables the student to take all but math courses and some science courses. To prepare for the tests, students are encouraged to review *first year algebra skills for Elementary Algebra test* or *second year algebra skills for Intermediate Algebra test*. Calculators are **not** permitted on the math test.

- Fee for testing: OC - \$20.00 SCCC - \$20.00 (waiver can be obtained in Running Start office for SCCC)

**Retaking the test:** Students can attempt to pass the placement test only twice in a calendar year.

**How does the credit work between CC and high school?** Every 5.0 credits taken at the college level each quarter equals 1.0 credit at the high school level. Students taking 15.0 credits at CC for all three quarters may earn 9.0 credits as opposed to 6.0 for a student at BHS. Transcripts will be sent to the high school at the end of every quarter.

**How do the calendars mesh?** The best time to enter Running Start is in the fall quarter. High School and college calendars do not always match up. All area community colleges operate on the quarter system with the following basic calendar:

**Fall** - late September to mid-December

**Winter** - beginning of January to late-March

**Spring** - early April to mid to late June

Students doing both HS and CC courses in fall will have only high school courses for most of September. Students are advised to begin the program in the fall.

**How about RS students and high school activities?** Running Start students are still a part of the BHS student body and eligible for all high school and athletics activities. Athletes and others who must meet eligibility requirements must enroll in and pass a minimum of 13 community college credits each quarter.

**How do RS students keep track of what is happening at the high school?** Keeping track of high school activities, college application deadlines, senior planning and activities, etc. are the responsibility of the RS student. Referring to the monthly Newsletter and checking the daily BHS bulletin on a regular basis as well as keeping in touch with classmates at BHS will be important.

**What about CC activities?** Running Start students are also CC students and may be eligible for many CC activities. Running Start students should have access to all CC facilities. **However, Running Start students are not eligible for college financial aid or college athletics.**

**How do four-year colleges handle the Running Start CC credits?** There are *two* issues:

***The first* relates to admissions; does the college regard RS as a positive, a negative or is it neutral?**

The concept of RS is at least neutral at all schools in the state. What courses (how academic, how challenging, how many) the student takes at the CC will be a factor in it staying neutral or shifting to positive or negative. Students interested in independent, out-of-state schools are encouraged to consult with them. For highly selective colleges, remember their common statement on high school curriculum "we are looking for students who have taken maximum advantage of the curriculum available to them." At least some of these schools will look at courses like Honors Humanities or AP sciences and math as stronger than many CC courses. We recommend you contact the schools in which you are interested.

***The second* issue is will the college count the RS credits toward a degree at their college.** The six public universities in the state will accept the credits, as will many of the private schools in the state. How out-of-state public and private four year colleges handle the credits may depend on the courses taken and the policies of the college itself. If receiving college credit is important, the student will want to ask specific questions of colleges they are considering. Generally, the more selective the college the less likely they are to accept the RS credits, especially those used to meet high school graduation requirements. When applying to colleges, RS students must request that the CC send a copy of their transcript as well as requesting that BHS send a copy.

**How are grades transferred from the Community College to the BHS transcript?**

College and high school transcripts can show different letter grades earned in a course; however, the BHS transcript needs to record the letter grade that is given to us from the sending college. Seattle Central and Olympic College use different grading scales. Refer to each college's web site to find out what grading scale they use.

**Do Running Start students pre-register for BHS classes for next year?** BHS asks all students to initially pre-register for BHS classes, but indicate whether they plan to do RS full-time or part-time. For those accepted into RS on a full-time basis, BHS will cancel their high school registration when the student assures BHS they have registered for classes at the CC. For the students combining Bainbridge and CC courses BHS will try to hand schedule their BHS classes so that, to the degree possible, the CC and high school schedules fit together.

### **Points to Ponder:**

- Running Start students are considered adults at the community college.
- All college credits become a part of the student's permanent college record. **Only students have access to their grades and records.** Parents/guardians must have a student-signed release to obtain student's grades or records.
- **College instructors do not notify parents or BHS when a student is failing or not attending class. Instructors do not inform parents or BHS of student progress in college courses or whether a student has dropped the class.**
- Students are responsible for meeting all BHS high school graduation requirements.
- **Students are responsible for gathering information and honoring deadlines for high school activities and the college application process.**
- Students in Running Start are considered freshmen in the college admissions' process, but moved up when they enroll. If there is a gap between completing high school and entering college – you will be considered a transfer student at the state-appointed college/university.
- Students who earn an AA degree when they graduate from high school may need to declare a major once they enter college at age

# Olympic College

www.olympic.edu

1600 Chester Avenue, Bremerton, WA 98337-1699



Theresa Ramos, Program Director and High School Outreach

Main office: 360-475-7646

Fax: 360-475-7643

Email: RunningStart@olympic.edu

**To qualify for Running Start at Olympic College, you must have a 2.5 cumulative high school GPA and qualify for college level courses in English and/or Mathematics. Pick up an OC Running Start application packet from the counseling center. Please read the packet carefully.**

\_\_\_\_ 1. Submit an OC Application for Admission online at: <http://www.olympic.edu/admissions>.

When asked for intended major/college program, indicate Running Start. An OC student identification number (SID) will be assigned via email by the Admissions Office within 2-4 business days.

\_\_\_\_ 2. **Take the ACCUPLACER assessment:** <http://www.olympic.edu/accuplacer>

Students can either schedule to take the Accuplacer assessment for reading comprehension, sentence skills, and mathematics skills OR use their Smarter Balance Assessment for English placement only. A \$20 non-refundable fee is required each time a student takes the assessment. Students may take each section of the assessment twice in in one calendar year. Placement scores are valid for two years.

Bring the following to take the assessment test:

- The email confirmation of assessment date and time
- A current government or school-issued photo identification
- OC Student Identification Number (SID)

\_\_\_\_ 3. **Apply to the Running Start Program**

Submit the following materials to the Running Start Office in Bremerton (via mail or in person):

- Running Start Application Form
- Official or Unofficial copy of high school transcript
- Copy of Accuplacer or Smarter Balance scores (Language Arts only)
- Running Start Student/Parent Agreement

### Application Due Dates:

- Fall Quarter: May 1
- Winter Quarter: November 1
- Spring Quarter: February 1

\*Accepting applications for Fall 2019 beginning April 8, 2019.

#### **Mail to:**

Olympic College  
Running Start Office  
1600 Chester Avenue  
Bremerton, WA 98337-1699

#### **In Person:**

OC Bremerton: Humanities and Student  
Services Building, Rm 208  
OC Poulsbo: Student Services Office, Rm 114  
OC Shelton: Palmer Student Center

*Olympic College*

## *Steps to Register for Classes*

1. Complete the Introduction to Running Start Online Tutorial
  - Students accepted into Running Start will receive an email with the link to the Introduction to Running Start Online Tutorial. Students must complete the tutorial before scheduling their advising appointment.
  - During the online tutorial students should complete the Running Start Tutorial Assignment and bring it with them to their first Running Start advising appointment.
2. Meet with the high school counselor/district official
  - Select classes that meet high school graduation requirements
  - Together complete the Running Start Enrollment Verification Form (RSEVF), note: a new RSEVF will be required each quarter to enroll in classes
  - Parent and school official signatures are required on the RSEVF
  - Ask for a transfer guide listing OC classes that meet high school requirements
3. Plan your class schedule
  - Review class options in The View or the Class Schedule Planner
  - Check for class availability using the Class Schedule Planner
  - Write the item numbers for the classes on the RSEVF
4. Meet with a Running Start Advisor in Bremerton, Poulsbo, or Shelton
  - Schedule an appointment with the Running Start Office at 360-475-7646
  - Bring the completed RSEVF (including required signatures)
5. Register for classes
  - Log-in to OASIS using OC SID and assigned quarterly pin number to register for classes online
  - View quarterly schedule to verify class enrollment is correct
6. Complete Running Start Orientation
  - Prior to the start of classes students will be required to attend an in-person orientation to learn about college resources, procedures, faculty expectations and receive a tour of campus
7. Pay fees, buy books, and attend class
  - Pay all fees to the Cashier's Office or through OASIS within five business days of registration or by the last week in August for Fall quarter
  - Visit the OC Bookstore online to view required textbooks

**Once enrolled, Running Start students are considered regular college students, and their education records are subject to protection under the Family Educational Rights and Privacy Act (FERPA). Despite student's age or status as a minor, under FERPA, release of information (e.g. grades, schedules, etc.) to a third party (including parents/guardians) is prohibited without the student's explicit written consent.**

**Seattle Central College**  
www.seattlecentral.edu  
1701 Broadway, Seattle, WA 98112



Todd Haak, Program Manager 206-934-3836  
Grace Vasquez, Secretary 206-934-3820

### **Testing**

The first step for students interested in Running Start is to present an approved college placement assessment (<http://seattlecentral.edu/runstart/running-start-college-placement.pdf>) to the Running Start office ((BE1102 C1) OR Take the Wonderlik English Assessment. To take the exam, students should go to the Running Start office with a picture ID and \$20 testing fee to get a student ID number for testing. A fee waiver eligibility form for students on free or reduced lunch is available in the Running Start office (note form must be signed by student's high school counselor).

To prepare for the test, go to: or [www.beforeyoutest.org](http://www.beforeyoutest.org)

### **Procedures for Acceptance**

- 1) Once student has a ID number (see above), take the Wonderlik English Placement Test. No appointment is required. Testing hours are:  
M,W,Th,F: 8 a.m.-4:30 p.m. (must arrive no later than 3:30 p.m.).

The test is not timed, however students should allow a minimum of 3 hours to complete the test. The testing office is located in the main building (2BE, Room 1106). **Photo ID is required.**

- 2) Take test results to the Running Start office (**HRS: 8:00a.m. - 4:30p.m., MTWThF**), fill out an Enrollment Packet and schedule an advising/ registration appointment with a college Running Start advisor.
- 3) Meet with Mr. Ward and complete the *Enrollment Verification Form*- included in the Application Packet.
- 4) Bring the completed Application Packet and test scores to an advising/registration appointment. Both a high school counselor and a parent or legal guardian must sign the Enrollment Verification form. A parent or legal guardian must also sign the Running Start Contract. Students will be unable to register without required signatures and will need to reschedule their registration appointment.
- 5) Attend the mandatory Running Start Orientation @ SCC.

### **Please Note: The priority application deadline for the fall quarter is MAY 1**

(Applications will be accepted after this date but course selection may be limited)