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March 24, 2025

Dear Parent/Guardian:

This packet contains information regarding the College Credit Plus Program for the 2025-2026 school year. Students in grades 7-12 are eligible to apply to any public college or participating private college.

Please review all of this information carefully and pay special attention to the deadlines. **The Intent to participate Form along with the LHS Textbook Policy is due by April 1st!**

Items included:

College Credit Plus Intent to Participate Form

Lucas High School CCP Textbook Policy

CCP Checklist and Deadlines

ACT Test Dates

Please feel free to contact your student’s school counselor with any questions regarding this program. Additional information can be found on the Ohio Department of Education website at

<http://www.ohiohighered.org/ccp>

Kelly Mongold, School Counselor, mongold.kelly@lucascubs.org

**Lucas High School – Letter of Intent to Participate in College Credit Plus for the 2025-2026 school year.**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(**after April 1st, you will need permission from the superintendent to participate**)**

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

**Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent Phone Number (Day): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Evening) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

I would like to declare my intent to participate in the College Credit Plus program. I understand that signing this form does not require that I participate during the coming school year, and I may decide not to participate.

I also understand that it is my responsibility to notify my school if I do not gain admission to my selected institution of higher education or choose not to participate in the program.

In addition, I certify that I have received counseling about the CCP program concerning the rules and regulations for both my school and the college, and that I understand my responsibilities, the benefits and possible risks of participating in the CCP program.

* Please sign and return this form to the high school counselor’s office by April 1, 2025.

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

Parent Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Lucas High School – College Credit Plus Textbook Policy**

**If the student purchases or receives textbooks from their college bookstore without first checking with Mrs. Stallard, the student will be responsible for reimbursing Lucas Local Schools for the cost of each textbook.**

**DO NOT PURCHASE COLLEGE TEXTBOOKS FROM YOUR COLLEGE BOOKSTORE UNTIL YOU HAVE CHECKED WITH MRS. STALLARD IN THE LIBRARY.**

|  |  |  |  |
| --- | --- | --- | --- |
| Student Name:  |  | Grade: |  |

**Textbook Policy**

College Credit Plus Law state that the school district in which the student attends is responsible for providing instructional tools (textbooks) for their College Credit Plus students. Any LHS student taking a college credited course on a college campus or through online access must obtain a list of textbooks for their course(s) along with the section number from the college. Once the list of textbooks has been obtained by the student, the textbook lists including ISBN numbers should be turned in to Mrs. Stallard so that she can check our own resources prior to approving the use of a textbook voucher at the college bookstore. Lucas High School will not be responsible for a student not having the required textbook(s) on the first day of their course due to a student being late turning in their textbook request. Lucas High School will make their best effort to obtain the textbook(s) needed from the district’s current college textbook inventory.

The college textbooks purchased for the college credit plus program are the property of the Lucas Local School District. By using the textbook, you accept that they are “on loan” to you during the time of your course and textbooks are expected to be treated with care. It is your responsibility to return any textbooks to Mrs. Stallard in the library upon completion of your college course. If the textbook(s) are not returned or returned damaged, the district has the right to charge the student for the textbook(s).

I, Parent and Student, acknowledge by my signature below, that I have read and understand the Lucas High School College Credit Plus Textbooks Purchasing Policy. I agree to and hold harmless the Lucas Board of Education and their agents and employees from all liability, claims, demands, damages, or costs for, or arising out of fulfillment of this request.

|  |  |  |  |
| --- | --- | --- | --- |
| Student Name:  |  |  |  |
| Student Signature:  |  | Date: |  |
| Parent’s Name:  |  |  |  |
| Parent’s Signature:  |  | Date: |  |

Important Deadlines for 2025-2026

**Students must submit all forms to the required location by the due date. Testing and applications are the responsibility of the student.**

* **View the information CCP Session** from Mid-Ohio Educational Service Center. This session will have representative from Ashland University, Mount Vernon Nazarene College, North Central State College, and the Ohio State University. The meeting will cover the requirements necessary for participation. If you were unable to attend please schedule an appointment with your school’s counselor if you have questions. The power point presentation will also be available online at a later date.
* **Submit the letter of Intent Form and Textbook Agreement Form** before the **April 1st deadline**. The intent form informs the district of your intent to participate not admittance into the CCP Program. ***The form must be completed each year in order to participate!*** *(Failure to submit by the deadline will result in nonparticipation in the CCP program).*
* **Test Scores** are necessary to show college readiness. Make sure your ACT/SAT scores meet those requirements for eligibility purposes. **ACT statewide testing for juniors Feb 25th of 2025**. Accuplacer testing will be given at the college you wish to attend.
* **Apply** to the colleges that you plan to attend well before the deadline.
* **Request** your high school transcript to be sent to the college well before the deadline.
* **Receive** an email from the college with their admission decision along with additional instructions pertaining to orientation and class registration.
* **Inform your high school counselor** about any issues pertaining to their schedule. Issues will arise regarding athletic eligibility, graduation, etc.
* **Submit your schedule to the guidance office one you have scheduled you college courses.**
* **See Mrs. Stallard in the library to pick up your textbook.** Only after checking with Mrs. Stallard can you go to campus and use the textbook voucher. Please find more information in the Textbook Agreement Form.

Please Remember………

1. You must first complete the Intent Form before applying to any college.
2. You are entering into a relationship with a college and are responsible for all requirements and policies.
3. Textbooks acquired by means other than through our policy structure will be subject to payment by student.
4. Students dropping a course after the 14th calendar day of the semester or earning a failing grade MUST reimburse the district for all course costs including tuition and books.
5. All books and materials purchased by the district are property of Lucas Local Schools and must be returned promptly after the semester.
6. **Parents, please note: "The subject matter of a course enrolled in under the college credit plus program may include mature subject matter or materials, including those of a graphic, explicit, violent, or sexual nature, that will not be modified based upon college credit plus enrollee participation regardless of where course instruction occurs."**

Application Information and Deadlines:

Ashland

1. Apply online at [www.ashland.edu/admissions/apply-now](http://www.ashland.edu/admissions/apply-now)
2. Intent form turned in to LHS by April 1st
3. Have a 2.5 GPA on a 4.0 scale
4. ACT composite = 18 (TWO high school units each of math, English, sci & ss)
5. Deadlines: Fall 2025 - May 15; Spring 2026 - October 15

North Central State College

1. Apply online at http://www.ncstatecollege.edu/ccp
2. Intent form turned in to LHS by April 1st
3. Test Scores: 18-English; 22-Reading & Math.
4. Deadlines: Fall 2025 – June 1; Spring 2026 – Oct 1

The Ohio State University – Mansfield

1. Apply online at https://academy-ccp.osu.edu/apply
2. Intent form turned in to LHS by April 1st.
3. Test Scores: 18-English; 22-Reading & Math
4. Deadlines: Fall 2025 - May 1; Spring 2026-Oct 15

How Do I Know if My Student is Ready for CCP?

Students participating in CCP courses who are typically successful have the following characteristics:

Independent Learner - able to work independently and grasp concepts quickly.

Organized – able to maintain multiple courses with multiple teacher expectations and work deadlines.

Present – able to attend each scheduled class on time. Students who are absent from CCP courses tend not to do well.

Academically Prepared – loves to learn and is ready for the challenge of college work.

Socially Prepared/Mature- ready to work alongside older students when taking courses at a college.

Strong Communicator- able to ask for help when needed and speak to others in the class as well as get needed information about breaks, deadline, etc.

This is not an exhaustive list, and many students are successful in college-level courses. Academic preparedness is very important to success in CCP courses as a student must be “college ready” based on transcript review and college admission testing.

ACT: Register online at [www.actstudent.org](http://www.actstudent.org) or schedule the accuplacer with the college you would like to attend.