

COLLEGE AND CAREER READINESS PACKET

2021-2022



UNIVERSITY OF TEXAS UNIVERSITY CHARTER SCHOOL

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GRADUATE SURVEY

Graduation Exit Survey for potential graduates at UTUCS: <https://forms.office.com/r/c9Rpb7Y1F2>

The survey will take approximately 6 minutes to complete.

POST-SECONDARY CAREER OPTIONS

Based on student interests and career goals the following options should be considered after high school graduation.

➤ **Certificate programs.**

- Six-month to One-year training programs at a community college, technical school, or trade school, provide a certificate of completion showing that the student is certified to do specialized work. ACC offers a wide variety of certificate courses.

➤ **Associate degree programs.**

- Two-year degree programs are available through a community college. This would be an Associates of Arts or Associates of Science Degree, depending on the course of study. In most cases, these courses will transfer to 4-year universities if pursuing a Bachelor's Degree.

➤ **Bachelor's degree programs.**

- Four-year degree programs are available through state and private colleges and universities.

➤ **On-the-job training.**

- Some careers require completion of a formal, on-the-job training program that is provided by the employer. This could be accomplished while the student is still in high school by securing a part-time job.

➤ **Apprentice training.**

- A work experience in a field helps the apprentice begin to learn the skills required to carry out a specific job. The Gary Job Corps would be one option for gaining apprentice training at no charge to the student.

➤ **Military training.**

- The military trains people in 140 occupations. Many skills learned in the military can be applied to civilian jobs. The ASVAB is a free skills assessment available through any branch of the military.

WRITING SMART GOALS

SMART stands for Specific, Measurable, Achievable, Results Orientated & Relevant and Time-bound, and is a useful reminder of how to write a top quality goal. Here is what it means.

SPECIFIC

YOUR GOAL SHOULD HAVE ITS EXPECTED OUTCOME STATED AS SIMPLY, CONCISELY AND EXPLICITLY AS POSSIBLE. THIS ANSWERS QUESTIONS SUCH AS HOW MUCH, FOR WHOM, FOR WHAT?

MEASURABLE

A MEASURABLE GOAL HAS AN OUTCOME THAT CAN BE ASSESSED AND/OR MEASURED IN SOME WAY.

ATTAINABLE

AN ATTAINABLE GOAL HAS AN OUTCOME THAT IS REALISTIC GIVEN THE CURRENT SITUATION, RESOURCES AND TIME AVAILABLE. GOAL ACHIEVEMENT MAY BE MORE OF A "STRETCH" IF THE OUTCOME IS TOUGH OR THERE IS A WEAK STARTING POSITION.

RESULTS ORIENTATED & RELEVANT

A RESULT-ORIENTATED AND RELEVANT GOAL HELPS MAINTAIN FOCUS ON THE MISSION OR THE "BIGGER PICTURE"

TIME-BOUND

GOAL INCLUDES REALISTIC TIMEFRAMES. SOMETIMES TIMEFRAMES ARE IMPOSED. WHEN THAT IS THE CASE, CAREFULLY CONSIDER WHAT IS ATTAINABLE WITHIN THE IMPOSED TIMEFRAME.

RESUME WRITING

SAMPLE FUNCTIONAL RÉSUMÉ TEMPLATE

Name

Address

Phone number

Email address

Objective:

List why you would like to work for this company

Education:

List address of school and graduation date

Experience:

Fill this in if you are or have worked

Activities:

This looks great on a résumé

Summary of Skills:

Use action words

References:

Be sure to include name and contact information

SAMPLE CHRONOLOGICAL RÉSUMÉ TEMPLATE

Name

Address

Phone number

Email address

Objective: (List your job objective and the name of job applying for)

Education: (Course you have taken in high school that pertain to the job you are applying for)

School name

Date you graduated

Experience: (List all previous work experiences, most current listed first)

Job title

Company name

City, State

Job description

Dates of employment

Activities:

Using action words, list all honors and awards. Also list all extracurricular activities and service learning projects you have been involved in.

Summary of Skills:

List all work skills you possess (use action words)

References:

Be sure to include name and contact information

FUNDING FOR COLLEGE

➤ **FAFSA**

- Application used to determine eligibility for federal financial aid. This application is completed once a year and can be completed no earlier than January 1 of each year. Applications can be completed electronically at www.fafsa.ed.gov.

➤ **FAFSA4caster**

- An online tool that provides an early estimate of your federal student aid eligibility to help you financially plan for college.

➤ **Financial Aid**

- Money made available from grants, scholarships, loans, and part-time employment from federal, state, institutional, and private sources. Types and amounts awarded are based on various criteria such as financial need, academic achievement, etc.

➤ **Financial aid package**

- The total amount of financial aid a student receives.

➤ **Financial Aid Suspension**

- A consequence that results in your losing financial aid. Visit the Satisfactory Academic Progress page for more information.

➤ **Financial Aid Warning**

- A consequence that may result in your losing financial aid. Visit the Satisfactory Academic Progress page for more information.

➤ **Financial Need**

- The difference between Austin Community College's cost of attendance and your expected family/student resources.

➤ **Grant**

- Financial aid that does not need to be repaid (unless, for example, you withdraw from classes and owe a refund). Grants are awarded based on financial need and availability of funds. There is not a separate application process for grants; you apply for them when you complete the FAFSA.

➤ **Loan**

- Borrowed money you must pay back with interest.

➤ **Loan Fee**

- The average fee charged by the federal government and deducted from the loan proceeds before disbursement to help reduce the cost of supporting low-interest loans.

➤ **Master Promissory Note**

- Binding legal document that you must sign when you get a federal student loan. The master promissory note can be used to make one or more loans for one or more academic years (up to 10 years). It lists the terms and conditions under which you agree to repay the loan and explains your rights and responsibilities as a borrower. It's important to read and save your MPN because you'll need to refer to it later when you begin repaying your loan or at other times when you need information about provisions of the loan, such as deferments or forbearances.

➤ **Scholarships**

- Financial aid that does not need to be repaid. Scholarships often are awarded to students based on their personal accomplishments, financial need, race or ethnicity, life circumstances, or college major. There is one application to complete in order to apply for all ACC Foundation scholarships.

FAFSA: WHAT IS IT AND WHY DO I NEED IT?

Begin as early as January 1st, just do it before March 1st!

WHAT IS FAFSA?

FAFSA is your Free Application for Federal Student Aid. Federal Student Aid, an Office Of the U.S. Department of Education, ensures that all eligible individuals can benefit from federally funded financial assistance education beyond school. You are applying for money from the government to go to college based on your family's income.

WHY IS IT SO IMPORTANT?

FAFSA calculates an Expected Family Contribution (EFC) number for every family and student.

It is a number, used by your college, to calculate the amount of federal student aid you eligible to receive. The lower the number, the less you are expected to be able to pay.

Colleges and Universities use this number to decide how much financial aid (grants, work-study, federal loans, scholarships) to award you. Each college/university will have different amounts of financial aid they can give to students. Your FAFSA could mean the between going to college and not going to college.

WHAT DO I NEED BEFORE COMPLETING MY FAFSA?

Before you file your FAFSA, you will need to apply for a PIN. This is a four-digit number you use as an electronic signature. Both parents and students need to sign their FAFSA after completing it online. Students are required to have a Social Security Number to file for a PIN and to apply for FAFSA; parents do NOT need to be citizens.

You will also need your parents' most recent income taxes. Parents should take care to file their taxes as early as possible so that you can submit a completed FAFSA as early as possible. Funds are on a first come first serve.

If you are unable to supply your parents' information, you may qualify to file as "independent"; double check with your counselors or the people at FAFSA to see if you qualify. You must contact the financial office at your college and provide them with documentation to verify your situation.

HOW DO I FILE MY FAFSA?

Go to www.fafsa.ed.gov

Begin your online application; submit your parents' and your information; Select the schools you want your FAFSA sent to (if they don't get your FAFSA, they can't give you financial aid); Have FAFSA get your tax information directly' from the IRS; sign your FAFSA with your PIN. Wait for your Student Aid Report (SAR) which gives you your EFC number.

FAFSA INFORMATION

- [Compare colleges](#)
- [Estimate what it will cost for you to attend college](#)
- [Explore careers](#)
- [Support for undocumented students](#)
- [FAFSA Videos](#)
- [uAspire's Financial Aid Timeline and FAFSA Checklist](#)
- [Fill out and submit the FAFSA](#)
- [Create your FSA ID](#)

FINANCIAL AID LINKS:

- [Financial Aid & College Affordability Planning](#)
- [How to FAFSA Videos](#)
- [FAFSA Workshop Tx OnCourse & uAspire June 2021](#)
- [Texas Workforce Commission](#)

TEXAS FOSTER CARE FINANCIAL AID

COUNSELOR INFORMATION:

- [Youth Take Flight for Success Webinar Series](#)
- [State College Tuition Waiver](#)
- [Texas Foster Youth Justice Project](#)

CASE MANAGER/GUARDIAN ASSISTANCE TO APPLY FOR FINANCIAL AID:

- [Enhancing Support for Foster Alumni](#)
- [Adopted/Foster Child/Orphan Scholarships](#)

FINANCIAL AID OPT OUT FORM

Financial Aid Application Opt-Out Form

Financial aid applications inform postsecondary institutions' decisions about student eligibility for federal, state, and institutional funds. Financial aid awards can help students pay for their educational expenses after high school.

Each high school senior in a Texas public school district or open enrollment charter school must complete and submit a Free Application for Federal Student Aid (FAFSA) or a Texas Application for State Financial Aid (TASFA) as a state requirement for graduation. [Texas Education Code §28.0256](#) allows a student to opt out of the financial aid application graduation requirement by submitting a signed form that authorizes the student to decline.

To authorize a student to opt out of the financial aid application graduation requirement, the Financial Aid Application Opt-Out Form must be signed by one of the following:

OPTION I: A student age 18 years or older or emancipated minor under Chapter 31, Texas Family

Code OPTION II: The student's parent or guardian and the student

OPTION III: A school counselor, for good cause as determined by the school counselor, and the student

Students under 18 years of age may only be authorized to decline under OPTION II or OPTION III.

Student Printed Name:

Date of Birth:

District/Charter School:

Campus:

Submitting a *Financial Aid Application Opt-Out Form* does not prohibit a student from completing and submitting a financial aid application at any time in the future.

OPTION I: STUDENT AUTHORIZATION

My signature below certifies that **I am 18 years of age or older or an emancipated minor** and am authorized to decline to complete and submit a financial aid application on my own behalf.

Student Signature:

Date:

OPTION II: PARENT AUTHORIZATION

My signature below authorizes my child to decline to complete and submit a financial aid application.

Parent/Legal Guardian Signature:

Date:

Parent/Legal Guardian Printed Name:

I am under the age of 18 and with my parent's authorization, I decline to complete and submit a financial aid application.

Student Signature:

Date:

OPTION III: COUNSELOR AUTHORIZATION

My signature below certifies that reasonable efforts to fulfill obligations to the student have been made, but for good cause I have authorized the student to decline to complete and submit a financial aid application.

School Counselor Signature:**Date:****School Counselor Printed Name:**

I am under the age of 18 and with my counselor's authorization, I decline to complete and submit a financial aid application.

Student Signature:**Date:**

COLLEGE ENTRY TESTS











UTUCS COLLEGE BOARD TESTING CODES

Settlement Home	(6-12)	005	440-500
Pathfinders	(5-12)	009	440-472
Kozmetsky	(K-5)	015	NA
Annunciation Home	(7-12)	017	440-454
Pathways	(5-12)	023	
TNC	(K-12)	024	440-471
MCH	(6-12)	025	440-503
DePelchin Richmond	(K-5)	029	NA
Laurel Ridge	(K-12)	030	440-504
Olympia Hills	(3-8)	031	NA
Helping Hand Home	(K-7)	032	NA
High Point	(K-12)	034	
Austin Oaks	(K-12)	040	
Unlimited Visions	(7-12)	041	440-453
University High School	(9-12)	043	440-346

Georgetown B H I	(6-12)	044	
Cedar Crest	(K-12)	045	
Seton Maternity Home	(6-12)	046	440-508
Munday	(6-12)	049	440-473
The Refuge	(8-12)	051	440-477
SJRC Texas	(6-12)	052	440-506
Safe Haven	(5-12)		
Clear Fork	(7-12)		

SAT vs. ACT

Colleges typically accept both the SAT and ACT scores equally. Help students evaluate the characteristics of each exam to determine which best fits their needs.

	SAT	ACT
 Scores	The SAT is scored on a scale of 400–1600	The ACT is scored on a scale of 1–36
 Structure	3 tests + optional essay	4 tests + optional essay
 Time	3 hours + 50-minute optional essay	2 hours 55 minutes + 40-minute optional essay
 Questions	154	215
 Test Prep	Free online test prep for all students through Khan Academy	Free online test prep for all students through ACT Academy
 Reading	The SAT has 5 reading passages	The ACT has 4 reading passages
 Science	Cross-test score for analysis in science	Science section that tests critical thinking skills
 Math	Both the SAT and ACT have the same math concepts	
 Calculator	Calculator allowed for some math questions	Calculator allowed for all math questions
 Essay	The SAT essay focuses more on an analysis of an author's argument	The ACT essay focuses more on evaluation and analysis of complex issues

SAT	vs.	ACT
content-based test	Type of Test	content-based test
Reading: 1, 65-min section; Math: 1, 25-min section (no calculator) & 1, 55-min section (w/ calculator); Writing & Language: 1, 35-min section; Essay: 1, 50-min section (optional)	Test Format	English: 1, 45-min section; Math: 1, 60-min section; Reading: 1, 35-min section; Science: 1, 35-min section; Writing: 1, 40-min essay (optional)
reading, relevant words in context, math, grammar & usage, analytical writing (optional)	Content Covered	grammar & usage, math, reading, science reasoning, and writing (optional)
questions are evidence and context-based in an effort to focus on real-world situations and multi-step problem-solving	Test Style	straightforward, questions may be long but are usually less difficult to decipher
Math and Evidence-Based Reading & Writing are each scored on a scale of 200-800. Composite SAT score is the sum of the two section scores and ranged from 400-1600.	Scoring	English, Math, Reading, and Science scores will each range between 1-36. Composite ACT score is the average of your scores on the four sections; ranges between 1-36
no - you do not lose points for incorrect answers	Penalty for Wrong Answers?	no - you do not lose points for incorrect answers
yes -you can choose which set(s) of SAT scores to submit to colleges	Score Choice?	yes -you can choose which set(s) of ACT scores to submit to colleges
questions increase in difficulty level as you move through that question type in a section (except reading passage questions, which progress chronologically through the passage)	Difficulty Levels	difficulty level of the questions is random

arithmetic, problem-solving & data analysis, heart of algebra, geometry, and trigonometry; formulas provided.	Math Levels	arithmetic, algebra I and II, functions, geometry, trigonometry; no formulas are provided
with private schools and schools on the east and west coasts; however, every four-year college in the US accepts SAT scores	Tends to be more popular?	with public schools and schools in the Midwest and south; however, every four- year college in the US accepts ACT scores
seven times per year: January, March or April, May, June, October, November, December	Offered when?	six times per year: February, April, June, September, October, December (note that some states offer the ACT as part of their state testing requirements; these tests are not administered on the national test dates)
typically about four weeks before the test date	Registration deadline?	typically, about five to six weeks before the test date
www.collegeboard.com	More Information	www.act.org

Chart found at <http://www.studypoint.com/ed/act-vs-sat/>

SAT TEST DATES FOR 2021-22

Looking for information about the 2021-22 SAT test dates? Look no further! The charts below provide comprehensive information about the test dates, regular registration deadlines, late registration deadlines, and score release dates.

The SAT is typically offered seven Saturdays per year, and regular registration deadlines are usually about 3-4 weeks before a test date. For those students who cannot test on Saturdays because of religious observance, Sunday administrations are typically offered the Sunday after each Saturday administration. Want to learn more about the new SAT that was launched in March of 2016? Visit this page ([/ed/navigating-the-new-sat/](#)) for more information.

2021-22 SAT Test Dates & Registration Deadlines

Test Date	Registration Deadline	Online/Phone Late Registration Deadline	Online Score Release
June 5, 2021	May 6, 2021	May 26, 2021	July 14, 2021
August 28, 2021	July 30, 2021	August 17, 2021	September 20, 2021
October 2, 2021	September 3, 2021	September 21, 2021	October 15, 2021
November 6, 2021	October 6, 2021	October 26, 2021	November 19, 2021
December 4, 2021	November 4, 2021	November 23, 2021	December 17, 2021
March 12, 2022	February 11, 2022	March 1, 2022	March 25, 2021
May 7, 2022	April 7, 2022	April 26, 2022	May 20, 2022
June 4, 2022	May 5, 2022	May 25, 2022	July 13, 2022

Note: The dates provided in these charts are based on information released by the College Board and previous SAT test dates. In some cases, the information provided has not yet been confirmed by the College Board. Visit www.collegeboard.com (<https://collegereadiness.collegeboard.org/sat/register/dates-deadlines>) for the most up-to-date published information.

Related Topics

- Wondering how to register your child for the SAT? Visit our SAT Registration ([/ed/sat-registration/](#)) page for specific details.

ACT TEST DATES FOR 2021-22

Test Date	Registration Deadline	Late Registration Deadline	Estimated Score Release
June 12, 2021	May 7, 2021	May 21, 2021	June 22-August 6, 2021
July 17, 2021*	June 18, 2021	June 25, 2021	July 27-September 10, 2021
September 11, 2021	August 6, 2021	August 20, 2021	September 27-November 5, 2021
October 23, 2021	September 17, 2021	October 1, 2021	November 9-December 30, 2021
December 11, 2021	November 5, 2021	November 19, 2021	December 21, 2021-February 4, 2022
February 12, 2022	January 7, 2022	January 21, 2022	February 25-April 7, 2022
April 2, 2022	February 25, 2022	March 11, 2022	April 12-June 23, 2022
June 11, 2022	May 6, 2022	May 20, 2022	June 21-August 5, 2022
July 16, 2022*	June 17, 2022	June 24, 2022	July 26-September 9, 2022

*The test is not available in New York for the July test date.

TSIA (TEXAS SUCCESS INITIATIVE ASSESSMENT)

TSI & College Readiness

The TSI Assessment (TSIA) is part of the Texas Success Initiative program designed to help colleges and universities determine if students are ready for course work in the general areas of reading, writing, and mathematics. All incoming college students in public Texas institutions, are required to take the TSI Assessment unless they are exempt (read below).

2021 - 2022 Catalog Texas Success Initiative (TSI) Program

Instrument	State TSIA2 ELAR Standard	State TSIA2 Math Standard
TSIA2 Assessment	ELAR Score of 945+ AND Essay Score of 5 - 8 OR ELAR Score under 945 AND ELAR Diagnostic Level of 5 - 6 AND Essay Score of 5 - 8	950+ OR Math Score Under 950 AND Math Diagnostic Level of 6

- **SAT (after 3/2016):** Evidence-based Reading and Writing (ERBW) = 480, MATH 530
- **SAT (prior to 3/2016):** 1070 combined critical reading and math, with a minimum of 500 on critical reading and math section. Scores must be from one sitting and not older than five years.
- **ACT:** 23 composite, minimum of 19 on both English and math sections. Scores must be from one sitting and not older than five years.
- **STAAR (EOC):** English III – 4000+; Algebra II – 4000+

TSI waivers for dual credit only, while in high school:

- **ACT-ASPIRE:** 435 in English and 431 in math
- **PLAN:** 23 composite, minimum of 19 in English and 19 in math. Scores must be from one sitting and not older than five years.
- **PSAT (Beginning 10/2016):** ERBW 460 Math 510
- **PSAT (prior to 10/2015):** 107 combined critical reading and math, minimum of 50 in critical reading and 50 in math. Scores must be from one sitting and not older than five years.
- **STAAR (EOC):** English II (combined Reading & Writing test) – scaled score of 4000+
- **STAAR (EOC):** Algebra I –scaled score of 4000+ AND 70+ on high school Algebra II

* College readiness scores are subject to change per Texas Higher Education Coordinating Board.

TSIA 2021-2022

ACC TSIA: <http://sites.austincc.edu/tsiprep/>






San Antonio/Alamo College: <https://www.alamo.edu/sac/about-sac/college-offices/assessment-and-testing/>

Houston CC: <https://www.hccs.edu/resources-for/current-students/testing-services/texas-success-initiative-tsi--college-readiness-requirement/texas-success-initiative-assessment-tsia-/>

McLennan CC: <https://www.mclennan.edu/testing-center/exams/tsi1.html>

COMMON APP VS. APPLYTEXAS

Students may be deciding on which application system to use to apply to college. Help students evaluate the characteristics of each application to determine which best fits their needs.

	COMMON APP	APPLYTEXAS
 Colleges	Accepted by nearly 900 colleges throughout the US and around the world	Accepted by over 130 colleges throughout Texas
 Essays	Complete the personal essay once and send it to multiple colleges (writing supplements will not transfer)	Complete the essay once and upload it for each college (even when using the copy feature)
 Early Decision	Submit an electronic Early Decision agreement	Submit the Early Decision agreement via mail
 Waivers	Electronic fee waiver submission available	Electronic fee waiver submission is unavailable*
 Recommendations	Recommenders can submit their recommendations electronically	Recommenders can submit their recommendations via mail

*The ApplyTexas system does not offer any fee waivers. Instead, students should complete and submit their SAT, ACT, institution-specific, or NACAC fee waiver.

DUAL CREDIT AND CONCURRENT ENROLLMENT CLASSES

ACC DUAL CREDIT AND CONCURRENT ENROLLMENT CLASSES

Students can start earning college credit before graduating from high school. Austin Community College enrolls eligible high school students allowing them to take up to two college courses per semester while in high school.

Austin Community College offers college classes to qualified high school students in the ACC service area. Dual Credit classes are taught by college faculty at an ACC campus or high school campus. You can take general education/[core curriculum](#) classes like ENGL 1301 (English Composition 1) and HIST 1301 (United States History I) or enroll in workforce classes (i.e. Automotive, Building Trades, Computer Science, etc.).

WHO IS ELIGIBLE TO PARTICIPATE?

- Grades 9-12
- Partnering public, private, charter, or home school students with a Memorandum of Understanding (MOU).
- Contact your school counselor or the College and High School Relations office to find out if the program is at your school.
- Have college ready test scores (TSI, SAT/ACT, STARR, PSAT)

WHERE ARE CLASSES HELD & WHO TEACHES THEM?

Classes are available at service-area high schools, ACC campuses and Centers, or online through the Distance Education Program.

Classes are taught by ACC faculty.

DO MY CREDITS TRANSFER?

ACC credits are transferable to most Texas public college and universities. It's important to verify course transferability with your four-year institution.

WHAT'S THE COST?

Tuition and fees are waived for [in tax district](#) students for up to 12 eligible classes. Out of tax district students are assessed a \$150 per course fee for up to 12 eligible classes. Types of eligible courses include core curriculum, workforce, and foreign language.

Dual Credit students are assessed regular tuition and fees for additional classes that exceed 12 classes covered by the tuition waiver. Dual Credit tuition and fee waivers do not cover textbook and material fees, which must be purchased by the student.

RESOURCE DOCUMENTS

High School Enrollment Guidebook

Essential information for prospective students who want to enroll in an ACC High School program. The HS Programs Enrollment Guidebook includes step-by-step instructions required for our high school students participating in ACC courses. It also includes ACC ID and ACC email activation, registration instructions and eligible college readiness scores.

- [High School Enrollment Guidebook, PDF](#)

HIGH SCHOOL PROGRAMS STUDENT HANDBOOK

Most advising resources for High School Program students can be found in the student handbook:

- [Student Handbook, PDF](#); [Manual del Estudiante \(PDF\)](#)

Students or parents who would like to request a copy of the handbook in another language [email us](#).

HOW-TO-VIDEOS FOR DUAL CREDIT STUDENTS

- [Dual Credit Enrollment Steps](#)
- [Dual Credit Enrollment Steps - HOMESCHOOL Students](#)
- [Registering for courses using ACC Course Schedule](#)
- [Efficient Online Student](#)
- [E&P Facetime Intro](#)
- [Online Testing Tips](#)
- [Blackboard Learn](#)

PLEASE VISIT ACC'S [STUDENT RESOURCES](#) PAGE FOR MORE INFORMATION.



High School Programs Early Admission Contract

Office Use ONLY

E&O Staff:

Date:

☐ Career Academy (DUAL) ☐ Dual Credit (DUAL) ☐ Early College High School (ECHS) ☐ Innovative Academy/PTECH (ECHS)

ELIGIBILITY:

A student must have completed the 8th grade, be enrolled in high school, completed admissions & testing requirements, and meet course prerequisites. Please see the back page of this form for additional program-specific information and requirements.

Student Acknowledgement and Commitment (Initial AND Sign). Use black or blue ink ONLY

As part of my enrollment, I consent to the following:

(Initials) Meet with my high school counselor each semester I plan to enroll to ensure ACC classes meet high school graduation requirements.

(Initials) Maintain Satisfactory Academic Progress (SAP) with a minimum college GPA of 2.0 and course completion rate of 67%.

(Initials) I understand I must meet ACC skills and course prerequisites for each class I enroll. Failure to do so may result in being withdrawn from my class.

(Initials) Make daily attendance and punctuality to college classes a priority.

(Initials) Behave in a way that demonstrates maturity and respect for all students, faculty, and staff.

(Initials) Meet with my High School Programs advisor every semester to review progress and courses for next semester.

(Initials) I understand I must check my tuition and fees balance each semester and make necessary payments or contact the High School Programs office regarding my balance by the posted deadline or I will be dropped from my classes. The dual credit tuition and fees waiver is subject to change without notice by the ACC Board of Trustees.

(Initials) I understand all ACC communications are sent using ACC's secure student email.

(Initials) A release of my TSI scores, grades, attendance, course progress, and other educational records will be provided to high school officials until revoked in writing to the Office of College and High School Relations.

(Initials) I have read and understand the Additional Program Requirements on the reverse side of contract.

Name of High School Attending

Anticipated Graduation (MM/YYYY)

Student Name (PRINT)

ACCeID

Student Signature

Date

Parent/Guardian

I approve of my student's participation in ACC's dual credit programs. I also understand program requirements, including FERPA, which states that a parent/guardian may not obtain academic records or complete ACC processes without my student's written consent.

Parent/Guardian Signature

Date

Parent/Guardian Email

High School Counselor/Designee

I approve the above student's participation in dual credit course(s) and verify the student has completed the 8th grade. I understand I must submit recommended classes for high school graduation to the High School Programs Enrollment and Outreach department each semester.

HS Counselor/Designee Signature

Date

HS Counselor/Designee Email

UT-UCS APPROVED DUAL CREDIT COURSES TAKEN ON ACC CAMPUSES

ACC Approved Dual Credit: (Counselor permission form must be approved and signed by the campus counselor)

**English requires a 2-yr commitment, not recommended at this time for UTUCS students due to high mobility factor.

Students must meet enrollment qualifications.				
	UT-UCS Course Title	UT-UCS Credit	ACC Course Number	ACC Course Title
Speech				
13009900	Communication Applications	0.5	SPCH 1311	Introduction to Speech
Fine Arts				
03500500	Art II – Drawing	1	ARTS 1316**	Drawing I
03501300	Art III – Drawing	1	ARTS 1317**	Drawing II
03500600	Art II – Painting	1	ARTS 2316**	Painting I
03501400	Art III – Painting	1	ARTS 2317**	Painting II
03500900	Art II – Ceramics	1	ARTS 2346**	Ceramics I
03501800	Art III – Ceramics	1	ARTS 2347**	Ceramics II
03501000	Art II – Sculpture	1	ARTS 2326**	Sculpture I
03501900	Art III – Sculpture	1	ARTS 2327**	Sculpture II
03830100	Dance I	1	DANC 1245**	Modern Dance
03250500	Technical Theater	1	DRAM 1330**	Stagecraft
03250100	Theater Arts I	1	DRAM 1351**	Acting I
03250200	Theater Arts II	1	DRAM 1352**	Acting II
03155400	Music Theory	1	MUSI 1311**	Music Theory I
**Course does not count in common core college curriculum.				
Although this list is extensive, it is not all inclusive. Other courses may be approved on an individual basis through the Director of College and Career Readiness and Guidance and Counseling. There are math courses for dual credit. Please check your counselor. Some are college credit only. There may be additional math test to take Dual credit math courses.				

ACC. Students must meet enrollment qualifications.

	UT-UCS Course Title	UT-UCS Credit	ACC Course Number	ACC Course Title
Languages Other Than English				
03980100	American Sign Language 1	1	SLNG 1401**	Level I ASL Beginning 1
03980200	American Sign Language 2	1	SLNG 1402**	Level II ASL Beginning 2
03980300	American Sign Language 3	1	SLNG 2301**	Level III ASL Intermediate 1
03490100	Chinese I	1	CHIN 1511	Level I Chinese
03490200	Chinese II	1	CHIN 1512	Level II Chinese
03410100	French I	1	FREN 1511	Level I French
03410200	French II	1	FREN 1512	Level II French
03410300	French III	1	FREN 2311	Level III French
03420100	German I	1	GERM 1511	Level I German
03420200	German II	1	GERM 1512	Level II German
03420300	German III	1	GERM 2322	Level III German
03120100	Japanese I	1	JAPN 1511	Level I Japanese
03120200	Japanese II	1	JAPN 1512	Level II Japanese
03120300	Japanese III	1	JAPN 2311	Level III Japanese
03120400	Japanese IV	1	JAPN 2312	Level IV Japanese
03430100	Latin I	1	LATI 1511	Level I Latin
03430200	Latin II	1	LATI 1512	Level II Latin
03440100	Spanish I	1	SPAN 1511	Level I Spanish
03440200	Spanish II	1	SPAN 1512	Level II Spanish
03440300	Spanish III	1	SPAN 2311	Level III Spanish
03450100	Russian I	1	RUSS 1511	Level I Russian
03450200	Russian II	1	RUSS 1512	Level II Russian
03450300	Russian III	1	RUSS 2311	Level III Russian
03450400	Russian IV	1	RUSS 2312	Level IV Russian
**Course does not count in common core college curriculum.				

Science				
03060100	Astronomy	1	ASTR 1403	Stellar Astronomy with lab
13020600	Anatomy & Physiology of Human Systems	1	BIOL 2304 & BIOL 2101 & BIOL 2305 and BIOL 2102	Human Anatomy (Lecture/Lab) & Human Physiology (Lecture/Lab)
03040000	Chemistry	1	CHEM 1105 & CHEM 1305	Introduction to Chemistry (Lecture/Lab)
03020000	Environmental Systems	1	BIOL 2206 & BIOL 2106	Environmental Biology + Lab

Social Studies				
03310300	Economics	0.5	ECON 2301 OR ECON 2302	Principles of Macroeconomics OR Principles of Microeconomics
03330100	Government	0.5	GOVT 2305	United States Government
03221600	Humanities	1	HUMA 1301	Introduction to Humanities
03350100	Psychology	0.5	PSYC 2301	Introduction to Psychology
03370100	Sociology	0.5	SOCI 1301	Introduction to Sociology
03340100	U.S. History	1	HIST 1302	United States History II (from 1877)

ACC DUAL CREDIT FORMS

***** All forms are in PDF format *****

- [Request Form for TSI Assessment Scores](#)
- [ACC High School Programs Application Steps and Checklist](#)
- [Dual Credit & ACCTech Student Data Form for Non-Citizen Texas Residents](#)
- [Student Data Change Form](#)
- [Student Photo Identification Form](#)
- [Student Proxy Authorization](#)
- [Transcript Request](#)

IMPORTANT DATES

ACADEMIC YEAR 2021-2022 REGISTRATION PERIODS

Fall 2021

All sessions

Returning Student Open Registration

Mon., May 17th

New Student Open Registration

Tues., June 1st

Spring 2022

All sessions

Returning Student Open Registration

Mon., October 18th

New Student Open Registration

Mon., November 1st

Summer 2022

All sessions

Returning Student Open Registration

Mon., April 4th

New Student Open Registration

Mon., April 18th

**See the full calendar of important dates and deadlines at austincc.edu/calendars*

Student Accessibility Services (SAS)


If you need accommodations during the enrollment process, please visit

www.austincc.edu/SAS

Accommodations and assistive technology are provided to students with documented disabilities.

High School Programs

 **512-223-7066**

 **collegenow@austincc.edu**

 **www.austincc.edu/highschool**

DON'T FORGET

☐ **ACC Student ID Card**

Obtain your free ACC Student ID card in person at any campus Admissions & Records Office at least one business day after registering for classes. Bring an official photo ID for identification. You will need your ID card to access on-campus services. Bonus, you can

☐ **Parking**

Parking Permit - Go online to order your parking permit and apply for green car and carpool tags - and find a carpool partner. You'll then retrieve your parking permit at a campus Cashier or Administration Office. Parking permits are valid for the current academic year, lasting September 1 through August 21. You must be a registered student to obtain a permit.

☐ **Green Pass**

ACC's Green Pass program provides unlimited rides on Capital Metro services for free. After you register and pay for classes, pick-up a Green Pass at any campus Cashier or Administration Office the week before the semester begins. You must show your ACC Student ID card when boarding transportation. Each pass is good for one semester.

HIGH SCHOOL PROGRAMS
APPLICATION STEPS & CHECKLIST**1 ATTEND INFORMATION SESSION**

- ☐ HS Programs Information Sessions are a great way to learn more about dual credit options, what is dual credit, costs and benefits, as well as the next steps to becoming an ACC student. Check with the HS Programs office or your high school counselor to learn more about potential in-person Info Sessions or watch our recorded [Info Session here](#).

2 APPLICATION

- ☐ Go to <https://austincc.force.com/ApplicationPortal> to begin the enrollment process.
- ☐ Set up an application account by clicking **First Time Users Click Here**. *Note: This is not your ACC application. You must complete this step before moving on to the actual application and use a non-school/ISD email address.*
 - Locate the **Dual Credit** box and click on **Apply Now!** If you need to stop at any point prior to completing your application, just click on the box at the top of the screen that says "Save my progress and resume later."
 - Input and Confirm your **Personal** and **Demographic** information, followed by searching for and selecting your high school, and inputting your start & end dates (i.e. when you started and when you will graduate).
 - Make sure to click **Review** on the Certification & Signature page, and then click **Confirm** to submit.
 - Within 24hrs (excluding weekends/holidays) you will receive a confirmation e-mail at the address provided on the application containing your ACCeID and instructions on how to activate your ACCeID account and online tools. Keep your ACCeID and password somewhere safe and accessible.
- ☐ **Activate ACC online tools:** set up your ACCeID and then activate your ACCmail account 24hrs later. See next page for instructions.

3 ORIENTATION

Complete the required new student HS Programs online Orientation **and** Assessment (link below):

<https://hsorientation.austincc.edu/>

Failure to complete the orientation and its assessment quiz will result in a **registration hold!*

4 TEST SCORES

- ☐ Visit with your high school counselor to determine if testing is required. **You may be exempt from testing.** See *Important Information* section for testing exemptions.

If testing is required, schedule a TSI Assessment either at your high school (if offered) or via an ACC campus Assessment Center.
Cost of the test is \$29.00 at ACC.
- Complete the **Pre-Assessment Activity (PAA)** prior to testing at www.austincc.edu/tsiprep. Purchase your test ticket and present it with your PAA Completion Certificate and Photo ID to assessment staff upon arrival for testing.

5 ENROLLMENT DOCUMENTS

- ☐ Meet with your High School Counselor/designee to discuss course options for the semester and obtain a **HS Programs Early Admission Contract**. Fill out completely and return to your High School Counselor/designee.

Your HS Counselor/designee will submit your student & course information to the designated HS Programs Enrollment & Outreach Coordinator via an electronic **Enrollment Spreadsheet***. They will also submit your **Early Admission Contract**.

**Homeschool students can connect w/ their assigned Coordinator or continue using the HS Programs Co-Enrollment Form.*

6 PLAN & REGISTER

- ☐ Use the Self-Service planning tool to plan & register for classes during the open registration period, and be sure to check your balance to verify if payment is due. See next page for instructions.

HOW TO:

LET US HELP YOU GET STARTED!

If you have any questions along the way, contact the ACC Help Desk.

www.austincc.edu/help

Key Set Up Your ACC eID

1. Your ACC eID will be sent to the email you shared on your application account. Make note of your ACC eID, then visit austincc.edu/accceid.
2. If you have **not received your ACC eID** through email, under First-time Users, click on **Find ACC eID** to look it up.
 - Enter last four digits of your Social Security Number, your official Last Name, and your Birth Date. Click **Lookup**.
 - If your account is not found, wait 24 hours and try again. If still not found after 24 hours, call 512-223-INFO (4636).
3. Once you have your ACC eID, click **Activate ACC eID under First-time Users**.
4. Enter your ACC eID. Click **Find**.
5. Enter the last four digits of your Social Security Number and your Birth Date. Click **Continue**.
6. Review the privacy policy and check the box once you read and understand the terms. Click **Continue**.
7. Create your ACC eID password. Click **Continue**.
8. For account security, follow the steps to choose answers to the authentication questions by clicking on the link provided.
9. Your setup is complete once you have your ACC eID, password, and answers to authentication questions.

TIP: You will use your ACC eID and password frequently. Commit them to memory and make a note of them in the space provided on the next page. Keep this document

Envelope Activate your ACCmail Account

1. Go to austincc.edu/activatemail. Click **Activate ACCmail**.
2. Enter your ACCeID and password where indicated. Click **Login**.
3. Confirm your ACCmail account in the dropdown window. Click **Submit**.
4. You will be directed to a page to set and confirm your ACCmail password. (*It must contain at least 8 characters including 1 numeral.*)
5. After setting and confirming your password, click **Submit**. You now may log in to your ACCmail account powered by Google.

TIP: Check your ACCmail regularly for updates concerning registration status and communication from High School Programs, instructors, and the college.

Checkmark Plan, Register & Pay

1. Visit selfservice.austincc.edu. This will route you to Self-Service.
2. Enter your ACCeID and password and click **Login**.
3. Click **Student Planning** to search for courses, plan, and register.
4. Select **Plan your Degree & Register for Classes**.
5. Click the **+** button and select the appropriate credit term from the drop-down menu (ex: Credit Summer 2020). Click **Add Term**.
6. Using the "Search for courses..." box at the top right, enter the course abbreviation and number (ex: ENGL-1301, HIST-1302). You can enter multiple classes by separating with a comma.
7. Using the Filter Results menu on the left, you can filter the course section by term, location, session, and instruction type (ie. classroom or online).
8. Click **View Available Sections**.
9. Locate the course section that fits your schedule. Click **Add Section to Schedule**.
10. Review section details, then click **Add Course to Schedule**. At the top of your screen, you will see a brief message indicating your course has been added. *Note: To add more classes, repeat steps #6-#10.*
11. Go to Student Planning tab. (Mobile users: On the upper left drop down menu, choose **Academics**, then **Student Planning**) and select **Plan & Schedule**. The planned courses will be listed in yellow. *Note: Use directional arrows to ensure that you are planning for the correct semester.*
12. Click **Register** for each course individually or **Register Now** to register for all courses at once. *Note: Courses you have successfully registered into will be highlighted in green.*
13. If you are unable to click Register, check your registration date or review the Notifications at the top of your screen. Follow instructions to remove holds. Your selected courses will remain on your plan until you register or remove the courses from the plan.
14. If payment is required, visit austincc.edu/pay to pay tuition with check, credit, or debit card. First, click **Pay for**. After logging in, click on the green box **Make Payment**, and follow the prompts to complete payment. Payment can also be made in person at a campus Cashier Office.
15. If required, pay your tuition/fees by the published deadline or you will be dropped from classes. *Failure to pay balance due does not constitute college error.*

See important dates and deadlines at austincc.edu/calendars

IMPORTANT INFORMATION



Tuition and Fees Waiver: ACC will waive tuition & fees for 12 eligible courses per student for those residing within the ACC taxing district.

- Out-of-district students will be charged a \$150 per-course fee for courses taken at any non-high school location or via distance learning for 12 eligible courses per student, after which regular tuition & fees will be charged.
- Out-of-district students will not be charged the \$150 per-course fee if they take classes scheduled at a high school campus or demonstrate financial need through documented eligibility for free/reduced lunch or family eligibility for public assistance.
- The dual credit tuition & fees waiver can only be applied to eligible college credit courses that are a part of the ACC core curriculum, a workforce course leading to a certificate or associate of applied science degree, and foreign languages. *All other ACC courses will be assessed regular tuition.*



Payment: If applicable, pay tuition & fees by the payment deadline. If payment is not made, you will be dropped from your course(s). *If you receive a balance due at the time of registration and you believe it is an error, you MUST contact the HS Programs office immediately or you will be dropped for non-payment.*



Textbooks: Books and course materials are NOT included in tuition & fees. Textbooks can be purchased at an ACC Bookstore or other retailers, and are often times included in the registration for a course (First Day program).



Satisfactory Academic Progress (SAP):

College records are permanent. Therefore, it is important to maintain satisfactory academic progress while enrolled at ACC, even as a dually enrolled high school student. Failure to do so may affect future college financial aid and/or transfer eligibility. The elements of SAP are Grade Point Average, Completion Rate, and Maximum Time Frame.

- All dually enrolled HS program students must maintain a cumulative GPA of 2.0.
- Students who fall below a cumulative GPA of 2.0 will lose their tuition waiver for one probationary semester.
- Failure to maintain a cumulative GPA of 2.0 for two semesters (*consecutive or non-consecutive*) will result in a student being ineligible for the dual credit tuition & fees waiver.

***The Dual Credit tuition and fees waiver is subject to change without notice by the ACC Board of Trustees.**

Texas Success Initiative (TSIA): **TSIA & TSIA 2.0 cut-scores listed below*

Reading- 351 Writing- Essay 5 OR Essay 4 and 340 Math- 350

ELAR – 945+ w/ Essay 5; *or* <945 w/ Diagnostic score 5 or 6 and Essay 5

Math- 950+; *or* <950 w/ Diagnostic score of 6 **TSIA 2.0 effective as of 1/11/2021*

College Readiness Exemptions*:

ACT: Composite 23, with English-19+ and Math- 19+

SAT: (prior to 3/2016): 1070 Combined w/ scores of CR-500+ & Math-500+

SAT: (3/5/2016 and newer): EBRW-480+ and Math-530

STAAR: English III- 4000+

STAAR: Algebra II- 4000+

College Readiness Waivers* (*while in high school only*):

ACT/ASPIRE: English-435+ Math-431+

PLAN: Composite 23, with English-19+ and Math-19+

PSAT/NMSQT*: *Effective 10/2015 & beyond:* EBRW-460+, Math-510+

**PSAT 8/9 is not an approved/acceptable TSI waiver.*

STAAR: English II- 4000+

STAAR: Algebra I- 4000+ with 70+ average in high school Algebra II course

**TSI Exemptions and Waivers established by the Texas Higher Education Coordinating Board.*



ACCeID & ACCmail

Write your ACCeID and ACCmail address in the spaces provided below and keep this document somewhere safe.

ACCeID:

ACCmail:

ACCESSIBILITY SERVICES

STUDENT ACCESSIBILITY SERVICES & ASSISTIVE TECHNOLOGY (SAS)

There is a Student Accessibility Services (SAS) office at each campus. If you have a disability, contact Accessibility Services at the campus that's most convenient for you.

Once you qualify for services, Accessibility Services staff meets with you to determine reasonable, appropriate, and effective accommodations based on the courses in which are enrolled and your disability.

COVID-19 UPDATE

Due to the COVID-19 pandemic, SAS staff are providing all services remotely until further notice. You will find the contact information for each campus here: Student Accessibility Services. If you have a documented disability or general questions, please contact SAS@austincc.edu.

If you qualify for services, SAS staff will meet with you via phone or Google Meet, or will have an email conversation with you to determine reasonable, appropriate, and effective accommodations based on your disability, the courses in which you are enrolled, and your current need.

REQUEST SERVICES

To make a formal request, please complete the SAS Application for Services and Accommodations.

ASL INTERPRETER REQUESTS

Please submit an Interpreter Request Form.

TUITION EXEMPTION

If you are deaf or blind, you may be eligible for a tuition and fee exemption.

ACC ASSISTANCE LINKS

- SAS (SpEd) <https://www.austincc.edu/students/student-accessibility-services-and-assistive-technology>
- Foster Care <https://www.austincc.edu/students/support-center>
- Testing Center (TSIA/GED) <https://www.austincc.edu/students/testing-services>
- Continuing Education/Workforce <https://www.austincc.edu/students/testing-services>
- Registration/No cost <https://www.austincc.edu/students/registration>

McLENNAN COMMUNITY COLLEGE

254-299-8622

<https://www.mclennan.edu/>

- SpEd/504 Accommodations - <https://www.mclennan.edu/disability/>
- Foster Care Support (Support & Empowerment Program)
- https://www.mclennan.edu/completion-center/support-and-empowerment-program.html?fbclid=IwAR2IO-dp_z-SKZ1mKqQuJGxsqYO7QI_pBS4X6jFnKWcOkR7pwML5VCk8Pvc
- Dual Credit, Early Admission & Early College High School - <https://www.mclennan.edu/hs-pathways/index.html>
- Testing (TSIA/TSIA2) - <https://www.mclennan.edu/testing-center/exams/tsi1.html>
- GED - <https://www.mclennan.edu/adult-education-programs/ged.html>
- Degrees & Certificates – <https://www.mclennan.edu/catalog/degrees.html>
- Admission & Registration - <https://www.mclennan.edu/catalog/admission.html>
- Tuition & Fees - <https://www.mclennan.edu/tuition/index.html>

COLLEGE AND CAREER WEBSITES & PHONE NUMBERS

WEB ADDRESS/PHONE NUMBER	DESCRIPTION
1-800-822-PLAN	FREE information on any 3 careers and/or colleges
https://comptroller.texas.gov/programs/education/msp	Scholarship search
https://comptroller.texas.gov/programs/education/match/	Competitive matching scholarships and tuition grants
https://fafsa.ed.gov/spa/fafsa4c/#/landing	Tool for helping estimate eligibility for Federal student aid
https://studentaid.gov/h/apply-for-aid/fafsa	Online free application for Federal student aid
https://www.fastweb.com/college-scholarships/scholarships/82256-minnie-stevens-piper-scholarship	Scholarship search
www.act.org	ACT registration and study materials
www.affordablecollegesonline.org	Online college search
www.aie.org	College planning resources, financial aid information, career guidance, and money management tips to help families and students achieve their goals
www.americorps.gov/serve	AmeriCorps places thousands of young adults into intensive service positions where they learn valuable work skills, earn money for education, and develop an appreciation for citizenship
www.applytexas.org	Common application for freshmen admission & scholarships to TX public universities

www.asvabprogram.com	Career planning, financial aid, college investigation, & scholarship search
www.bigfuture.collegeboard.org	College and career planning resources
www.cappex.com	Scholarship search
www.careercruising.com	Personal career and college portfolio, interactive career and college investigation tools, and in-depth career and college files. We can set you up an account if interested.
www.careeronestop.org	Career exploration resource
www.collegeboard.org	SAT registration, college planning and preparation tools
www.collegeforalltexans.com	SAT/ACT preparation, career planning, college exploration & financial aid tools
www.collegestats.org	Career, college, & financial aid exploration
www.collegexpress.com/lists/list/60-of-the-weirdest-college-scholarships/1000/	60 of the Weirdest College Scholarships
www.commonapp.org	Common application for freshmen admission to many private universities
www.everychanceeverytexan.org	College financial planning, grants & scholarship information
www.fastweb.com/	Scholarship search
www.goldendoorscholars.org	Scholarship search for undocumented students
www.hispanicscholar.org	Scholarship search for Hispanic students
www.kaplan.com	Test prep for PSAT/NMSQT, ACT, SAT, SAT Subject Tests, AP Exams and ASVAB

www.lmci.state.tx.us	Tools to help Texans make career and educational decisions by providing useful and reliable information about careers, educational training options and jobs
www.march2success.com	ACT & SAT practice tests & college admission/financial planning
www.military.com	ASVAB test prep & military career information
www.ncaa.org	Information for college bound student athletes
www.number2.com	Free ACT, SAT and GRE prep courses
www.onetonline.org	Career exploration resource and job analysis tools
www.petersons.com	College & career planning resources
www.princetonreview.com	PSAT, ACT and SAT prep, college and career search
www.raise.me/	College and scholarship tools
www.salliemae.com/college-planning/	Search for college scholarships and financial planning tools
www.scholarships.com	Scholarship and college search
www.scholarshipsaz.org	Scholarship search
www.studentaid.gov	College, career and financial aid search
www.texascaresonline.com	Workforce & education tools
www.texasotjobs.org	Texas health career search
www.trelliscompany.org	Texas Guaranteed Student Loan Corporation
www.twc.state.tx.us	Texas Workforce Commission offers services to Texas job seekers, employers, and more with jobs,

	recruiting, unemployment, career development, labor law, and labor market statistics
www.unigo.com/scholarships/our-scholarships	Scholarship search
www.usajobs.gov	Job search tools
https://www2.ed.gov/fund/grants-apply.html?src=ft	College funding resources

FOUNDATION OPT-OUT FORM

Foundation High School Program Endorsement Opt-Out Agreement

The [Texas Education Code, Section 28.025\(b\)](#), allows a student to graduate under the Foundation High School Program without earning an endorsement if, after the student's sophomore year, the student and the student's parent/guardian are notified of the benefits of graduating with an endorsement and the student's parent/guardian gives written permission for the student to opt out of an endorsement. The benefits of graduating with an endorsement are available in the [Graduation Toolkit](#), produced in partnership by the Texas Education Agency, the Texas Higher Education Coordinating Board, and the Texas Workforce Commission.

STUDENT INFORMATION

Student Name: _____

Student Classification: _____ Campus: _____

District/Charter: _____

PARENT OR GUARDIAN

I have received written notice regarding the benefits to my child of graduating from high school with one or more endorsements and I grant permission for my child to graduate under the Foundation High School Program without earning an endorsement.

Signature of parent/guardian

Date

SCHOOL ADMINISTRATOR

I certify that _____ (student name) meets the criteria below to pursue the Foundation High School Program without an endorsement.

- ☐ The student has completed his or her sophomore year of high school.
- ☐ The student and his or her parent/guardian have been advised by a school counselor of the specific benefits of graduating from high school with one or more endorsement.

Signature of school administrator

Date

Title