

Running Start Student and Parent/Guardian Agreement

Attention Parents/Guardians and RS Student: Please read carefully and complete below.

Privacy

Olympic College follows the Federal Educational Rights & Privacy Act (FERPA) which provides students certain rights with respect to their educational records. FERPA does not allow college faculty or staff to discuss a student's educational record (e.g. grades, class schedule, etc.) with anyone other than the student, **even if the student is under the age of eighteen**. A copy of the "Confidentiality of Student Records" policy may be obtained from the Vice President of Students Services, college Registrar, or online.

Student Responsibilities

- Select college classes that satisfy high school graduation requirements
- Arrange quarterly class schedule so it does not conflict with high school schedule/activities
- Understand college courses include **mature** subject matter as well as potentially controversial perspectives
- Contact the high school counselor and the Running Start office before making any changes to the approved class schedule
- Check the OC student email account weekly for important updates and reminders
- Meet all Olympic College deadlines, including adding/dropping of classes
- Follow admission policies/deadlines when applying to a four-year institution

Safety and Conduct

To ensure a safe campus and an environment that is most effective and conducive to learning, Olympic College holds campus community members accountable to the Student Conduct Code. Sexual misconduct, harassment and other forms of discrimination violate college policy, as well as state and federal laws and will not be tolerated. Students are encouraged to familiarize themselves with how to identify, avoid and/or report prohibited behaviors by completing the required online sexual misconduct training and reviewing the **Student Conduct Code** (<http://apps.leg.wa.gov/wac/default.aspx?cite=132C-120>) and **Grievance Procedures** (<http://apps.leg.wa.gov/wac/default.aspx?cite=132C-285&full=true>).

Student Financial Obligations

Each quarter students are responsible for expenses such as:

- All mandatory college fees
- Tuition for courses numbered below 100; credits in excess of 15 or exceeding the combined 1.2 Full-Time Equivalent (FTE)
- Textbooks, supplies and transportation

Running Start Enrollment Verification Form

A new Running Start Enrollment Verification Form must be completed in its entirety each quarter of attendance and must include the signature of a school official, a parent/guardian (regardless of student age), and a Running Start Representative. Please note: if schedule changes are made at either the high school or the college a revised RSEVF must be completed.

STUDENT AGREEMENT

I, _____, a **student** at the Olympic College Running Start Program have read and agree to the above.
Print Name

Student Signature: _____ Date: _____

PARENT/GUARDIAN AGREEMENT

I, _____, **parent/guardian** of _____,
Print Name Student Name

have read and agree to the above, furthermore, I allow my Running Start student to fully participate in course and college activities and events, including labs and field trips.

Parent/Guardian Signature: _____ Date _____