

1. Academic Plan of Study

The qualified student shall establish, in consultation with the high school counselor, an academic plan of study that describes all of the courses (including postsecondary courses) the student intends to complete to satisfy the Board's high school graduation requirements. Prior to the qualified student's enrollment in a postsecondary course, the counselor shall review and approve student's academic plan of study in accordance with applicable State Board of Education rules.

NOTE: The Concurrent Enrollment Programs Act, C.R.S 22-35-101 et seq. (the Act) provides that the "principal, counselor or teacher advisor" shall approve the academic plan of study prior to the qualified student's enrollment in a postsecondary course. C.R.S. 22-35-104 (3) The district should designate the appropriate high school staff member and specify this person in the paragraph above. In approving the academic plan of study, the principal, counselor or teacher advisor "shall apply the guidelines established by rules" of the State Board of Education. Id. These rules specify the required content of the academic plan of study and presume the academic plan of study is part of the student's Individual Career Academic Plan (ICAP). See Rule 2.02 of 1 CCR 301-86, "Guidelines for Approving or Disapproving Academic Plans of Study."

2. The qualified student shall complete the district's concurrent application form and submit it to the high school counseling office at least 60 days prior to the end of the academic term immediately preceding the term of the student's proposed enrollment in a postsecondary course. The requested postsecondary course(s) on the student's application shall be consistent with the student's approved academic plan of study. The high school counselor may waive the 60 day requirement at his or her discretion.

The high school counselor along with the superintendent or designee shall approve or disapprove the student's application in accordance with this regulations accompanying policy and shall notify the student of the decision. The decision of the superintendent or designee shall be final.

NOTE: The Act requires the qualified student to seek approval from the "superintendent or designee" prior to enrolling in a postsecondary course in which the student intends to receive high school credit. C.R.S. 22-35-104(2) The district may choose to have the superintendent retain this authority or designate the high school principal, counselor or teacher advisor to serve in this role. The district should then specify this staff member in the paragraphs above.

NOTE: If the district has entered into a cooperative agreement with an institution of higher education, the district must create and "make publicly available" a "standard concurrent enrollment application form" on or before July 1, 2011. C.R.S. 22-35-104(2) (c). In creating the standard form, the district shall refer to the guidelines established by the State Board of Education rules. Id; see also, Rule 2.01 of 1 CCR 301-86, "Guidelines or Creating Standard Concurrent Enrollment Application Forms."

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