

Postsecondary Enrollment Options Program

The Board believes that students who are capable of and wish to pursue college level work while in high school should be encouraged to do so. The district accordingly offers a Postsecondary Enrollment Options Program for such students.

For purposes of this policy, “institution of higher education” and “college” shall mean the University of Southern Colorado, Adams State College, Mesa State College, Metropolitan State College of Denver, Fort Lewis College, Western State College of Colorado, all independent area vocational schools, all junior college district colleges, the University of Northern Colorado, Colorado School of Mines, the University of Colorado at Denver, the University of Colorado at Colorado Springs, the University of Colorado at Boulder, Colorado State University, all community colleges governed by the State Board for Community Colleges and Occupational Education, and all nonpublic institutions of higher education.

I. Postsecondary Enrollment Options Program (PSEO Program)

A. Eligibility

1. Any 11th or 12th grade student under 21 years of age shall be eligible to apply for enrollment in one or more courses at an institution of higher education through the PSEO Program if he or she satisfies the following criteria:
 - a. The student is included in the district’s pupil enrollment count pursuant to the provisions of Section 22-54-103(10), C.R.S., and implementing regulations, as may be amended from time to time;
 - b. The student is deemed by himself/herself or by his or her parent/guardian to be in need of coursework at a higher academic level than that available at the high school, or is deemed by school officials to be in need of a more challenging academic environment;
 - c. The high school principal, upon consultation with the student’s teachers and guidance counselor, determines that the student has the ability, desire, responsibility and maturity to successfully complete postsecondary courses; and

- d. The student has submitted a written application to the district by April 30 specifying the fall semester postsecondary course(s) in which the student wishes to enroll, or has submitted a written application to the district by November 30 specifying the spring semester postsecondary course(s) in which the student wishes to enroll. The written application shall identify the institution of higher education the student wishes to attend and include a description of each postsecondary course in which the student wishes to enroll (including course title, course number and the number of credits which may be earned by successfully completing the course).
 2. Otherwise eligible students who fail to submit written applications in a timely manner as specified in section I(A)(1)(d) above shall only be eligible to apply for enrollment in one or more courses at an institution of higher education through the PSEO Program on a space-available basis.
 3. The PSEO Program is not available for postsecondary summer school courses.
 4. Students participating in the PSEO Program shall be considered to be enrolled in the district for all purposes, including the pupil count provisions of Section 22-54-103(1), C.R.S., and implementing regulations, as may be amended from time to time.
 5. Students participating in the PSEO Program shall be eligible to participate in all high school activities.
- B. Academic Credit
1. Postsecondary courses should be chosen carefully with the assistance of the student's parent/guardian and high school guidance counselor in order to ensure that the courses will count as high school credit toward district graduation requirements.
 - a. If a postsecondary course is approved for high school credit toward district graduation, the grade received in that course may be considered in calculating the student's high school

grade point average. With respect to failed postsecondary courses, the student shall not receive any credit but the failing grade may be reflected on the student's transcript and in the student's high school grade point average.

2. Academic credit granted for postsecondary courses successfully completed by a student in the PSEO Program shall count as high school credit toward district graduation requirements unless credit is denied by the student's high school principal on the basis that such credit is inappropriate, and the principal's denial is upheld by the superintendent or designee and by the Board. An appeal procedure for students denied high school credit shall be provided in district regulations.
3. Academic credit granted for postsecondary courses successfully completed by a student in the PSEO Program shall count toward a degree or certificate at the institution of higher education.

C. Tuition

1. Except as noted in sections I(C)(2) and I(C)(3) below, the student or student's parent/guardian shall be responsible for paying the tuition associated with postsecondary courses taken by the student. The district shall reimburse the student or parent/guardian for tuition they pay for one or two postsecondary courses taken by the student for high school credit toward district graduation in any one academic term, but only if the district receives proof that the student achieved a passing grade in the course(s).
 - a. The district may reimburse the student or parent/guardian for postsecondary courses taken and passed in excess of two per academic term if the high school principal determines that such additional coursework will be beneficial to the student and that sufficient district funding is available, and if these determinations are approved by the superintendent or designee.
2. With respect to students eligible for a free or reduced cost lunch, the district shall pay tuition for the first two postsecondary courses per academic term taken by the students for high school credit toward district graduation. The district may pay tuition for additional

courses per academic term which count toward district graduation requirements if the high school principal determines that such additional coursework will be beneficial to the student and that sufficient district funding is available, and if these determinations are approved by the superintendent or designee.

3. With respect to students for whom the district determines that payment of tuition would constitute a financial hardship for them or their parents/guardians, the district shall pay tuition for the first two postsecondary courses per academic term taken by the students for high school credit toward district graduation. The district may pay tuition for additional courses per academic term which count toward district graduation requirements if the high school principal determines that such additional coursework will be beneficial to the student and that sufficient district funding is available, and if these determinations are approved by the superintendent or designee.
4. Prior to paying tuition for any student, the district shall require the student and his/her parent or guardian to sign a promise agreeing to repay that portion of the tuition amount corresponding to those postsecondary courses which the student fails and corresponding to those postsecondary courses which the student does not for any reason complete without the consent of the high school principal.
5. An appeal procedure for students denied tuition reimbursement for any postsecondary courses taken pursuant to the PSEO Program shall be provided in district regulations.
6. The district shall pay or reimburse tuition for students attending nonpublic institutions of higher education pursuant to the terms of this policy at the average in-state tuition rate set forth in CDE guidelines.

II. Additional Terms Applicable to the PSEO Program

- A. The district shall not provide or pay for transportation to or from an institution of higher education for any student enrolled in the PSEO Program.

- B. Each student enrolled in the PSEO Program shall be responsible for the cost of parking, books, fees, supplies and other expenses required to participate in the PSEO Program and complete the postsecondary course(s).
- C. Information on the PSEO Program shall be made available annually to all students in grades ten through twelve and to their parents/guardians. Such information shall be made available so as to allow sufficient time for the students and their parents/guardians to consider these options and timely apply for enrollment.

Adopted: January 1994
Revised: February 27, 2001

LEGAL REF: C.R.S. 22-35-101 *et seq.*

**Postsecondary Enrollment Options Program
(Appeal Procedure)**

Appeal Procedure for Denial of High School Credit for Courses Taken Pursuant to Postsecondary Enrollment Options Program (PSEO Program)

1. If the principal is denying credit toward high school graduation for any of a student's requested postsecondary courses, the principal must notify the student and his or her parent(s)/guardian(s) in writing of the reason within ten (10) school days of receipt of the student's enrollment application.
2. If the student or parent(s)/guardian(s) wish to appeal the principal's denial of credit, they must file the appeal in writing with the superintendent or designee within ten (10) school days after first receiving notice of denial of credit. The appeal must specify how the student or parent(s)/guardian(s) believe the requested course(s) will assist the student in meeting the district's graduation requirements.
3. The superintendent or designee shall notify the student and parent(s)/guardian(s) in writing of his or her decision within ten (10) school days of the filing of the appeal.
4. If the student or parent(s)/guardian(s) wish to appeal the decision of the superintendent or designee, the appeal must be in writing and filed with the Board within ten (10) school days after receiving notice of the superintendent's or designee's decision.
5. The Board shall notify the student and parent(s)/guardian(s) in writing of its decision within thirty (30) calendar days of the filing of the appeal. The decision of the Board regarding approval or denial of high school credit shall be final.

Appeal Procedure for Denial of Tuition Payment or Reimbursement for Postsecondary Courses Taken Pursuant to PSEO Program

1. Any denial of tuition payment or tuition reimbursement for postsecondary courses may be appealed by a student or student's parent(s)/guardian(s) by filing a written appeal with the superintendent or designee within ten (10) school days of first receiving notice of such denial. The appeal must state the basis for claiming entitlement to the tuition payment or tuition reimbursement.

2. The superintendent or designee shall notify the student and parent(s)/guardian(s) in writing of his or her decision within ten (10) school days of the filing of the appeal.
3. If the student or parent(s)/guardian(s) wish to appeal the decision of the superintendent or designee, the appeal must be in writing and filed with the Board within ten (10) school days after receiving notice of the superintendent's or designee's decision.
4. The Board shall notify the student and parent(s)/guardian(s) in writing of its decision within thirty (30) calendar days of the filing of the appeal. The decision of the Board shall be final regarding whether tuition payment or tuition reimbursement for postsecondary courses will be made.

LEGAL REFS: C.R.S. 22-35-101 *et seq.*

Revised: February 27, 2001

**SKYVIEW HIGH SCHOOL
Postsecondary Enrollment Options Program
Application and Agreement**

Student's Name: _____ Student's SSN: _____

Student wishes to enroll in postsecondary courses at: _____

Postsecondary course(s) in which Student wishes to enroll (include course title, course number and number of credits for each course):

By signing below Student, and if applicable Student's Parent, hereby apply for student's acceptance into the District's Postsecondary Enrollment Options Program and, if student is accepted, hereby agree to abide by the terms and conditions specified in the attached Policy IHCDA and Regulation IHCDA-R.

Signature of Student

Date: _____

Signature of Parent (if student is under age 18 on date application submitted)

Date: _____

<u>School District Use Only</u>
Date Application Received: _____
School Official Receiving Application: _____

SKYVIEW HIGH SCHOOL

Conditional Agreement to Repay Tuition

(For use with Free and Reduced Lunch Students and Financial Hardship Students)

In consideration of the School District’s prepayment of tuition for _____ (“Student”) to attend postsecondary courses at _____, and in accordance with the requirement of the Postsecondary Enrollment Options Act, COLO. REV. STAT. § 22-35-105(8)(c), the undersigned promise and agree to repay to the School District that portion of the prepaid tuition amount corresponding to those postsecondary courses in which Student does not achieve a passing grade and corresponding to those postsecondary courses which Student does not for any reason complete without the consent of the Principal after the time has passed to drop the courses and receive a full refund.

The undersigned acknowledge and agree that if said repayment is not made within forty-five (45) calendar days of the School District’s written request therefor, interest on the unpaid amount of the repayment obligation will accrue at the rate of 18% per annum and the undersigned shall be jointly and severally liable to the School District for its reasonable attorney fees and costs incurred in collecting the unpaid amount of the repayment obligation, plus interest.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Principal’s Signature: _____ Date: _____