



TRECA Digital Academy
Parent & Student Handbook
2025-2026



TABLE OF CONTENTS

What is College Credit Plus?	Page 2
Required Counseling Session	Page 2
College Credit Plus Eligibility	Page 2
College Credit Plus & End-of-Course Exams.....	Page 3
How to Apply for College Credit Plus	Page 3
Participating Schools and Colleges/Universities.....	Page 3
College Credit Plus Costs	Page 4
Amount of Credits a Student Can Earn	Page 4
Textbook Policy.....	Page 4
How Many High School Credits are CCP Courses Worth?	Page 5
College Transcripts	Page 5
Effect on Freshman College Scholarships.....	Page 5
Academic Probation	Page 6
Athletic Eligibility	Page 6
How Many CCP Courses Can My Student Take?	Page 7
Level 1 & Level 2 Courses.....	Page 7
Courses Not Covered Under CCP Level 1 & Level 2 Courses.....	Page 8
High School Equivalencies of CCP Courses and Subject Areas	Page 8
FERPA (Family Educational Rights & Privacy Act)	Page 8
Advantages and Risks of Taking CCP Courses	Page 9
How Do I Know if My Student is Ready?	Page 9
Effect of CCP courses on High School GPA	Page 10
Transferability of CCP Credits	Page 10
Sample of Local Colleges and Their Admission Requirements	Page 11
College Credit Plus Checklist	Page 12
Please Remember (Notes to keep in mind)	Page 12
Forms that need turned back into TRECA.....>>>>....	Pages 13-15

What Is College Credit Plus?

College Credit Plus (CCP) is an initiative created by the Ohio Legislature, which began in the 2015-2016 school year. It mandates that students in grades 7-12 have the opportunity to take courses from which they can earn college credit and high school credit concurrently. In the past, TRECA offered college and high school credit through Post-Secondary Enrollment and Dual Enrollment courses, but CCP streamlines those two entities under one unified program with standardized rules and procedures for school districts and colleges to follow. Summer, Fall, and Spring terms are covered under CCP.

Required Counseling Session

The state requires that all College Credit Plus participants be thoroughly informed about CCP prior to registering for college courses. An informational session will be available to parents and students. If you are unable to attend this session, it is the student/parent's responsibility to obtain the missed material or attend an alternate informational session at another local district or university.

College Credit Plus Eligibility Grade 7-12:

To be accepted to a college or university, a student must show they are college-ready. Each college will have its own guidelines regarding what determines college readiness; typically this is an ACT or Accuplacer Test score and GPA requirement (for more selective institutions). No college may place different admission requirements on CCP students than they have for any other prospective students. Below are the college-ready scores. Students who do not meet these scores, but have a 3.0 GPA and counselor recommendation can still apply for CCP.

Readiness Area	ACT	SAT	AccuPlacer		ALEKS
			Classic	Next Gen	
English Sub Score	18	Evidence-Based Reading & Writing 480	Sentence Skills 88 OR 5 on WritePlacer	NG Writing - 263+ or 5 on WritePlacer	-
Reading Sub Score	22			NG Reading - 263 or above	-
Mathematic Sub Score	22	530	55 CLM	QAS - 263+ AAF - 263+	46

CCP & End-of-Course Exams

College Credit Plus does not replace the requirements to earn a high school diploma. This includes earning competency scores of 684 on the English Language Arts II and 684 on the Algebra I End of Course Exams. Even if you are enrolled in college courses, you must take the end-of-course exams in English I, English II, Algebra I, and Geometry. You do not have to take the end-of-course exams in Biology, American Government, and American History if you are enrolled in College Credit Plus courses that substitute for these courses. A CCP student's end-of-course grades in Biology, American Government, and American History will correspond with a point scale used for graduation requirements. See link below for more details:

<https://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/Ohio%E2%80%9999s-Graduation-Requirements/Demonstrating-Competency/College-Credit-Plus>

How to Apply for College Credit Plus

Each college will have an application form (online or paper) and admission process in order to admit students to the CCP program. The College & Career Specialist at TRECA will be able to assist students and parents with the process. *See page 10 for several local college's processes.*

Participating Schools and Colleges/Universities

All local public school districts and state-funded institutions of higher learning must participate in the College Credit Plus program. Nonpublic secondary and post-secondary schools may participate. Funding for taking a College Credit Plus course from a public institution or university, including tuition, fees, books, and materials, will be managed by the Ohio Department of Education and the local school district. Taking a College Credit Plus course from a private college or university may have tuition and costs involved at the family's expense. Students who qualify for the free and reduced lunch program might not have to pay fees to a private college. A map showing all Ohio Public colleges can be found at <https://www.ohiohighered.org/campuses>.

College Credit Plus Costs

TRECA DIGITAL ACADEMY:

Students will only be charged if they **withdraw after the penalty-free time period or fail a course.**

PUBLIC COLLEGE COSTS:

Public colleges will not charge any fees for a student who takes a CCP course. Students will only be charged if they **withdraw after the penalty-free time period or fail a course.**

PRIVATE COLLEGE COSTS:

Private colleges may charge a discounted amount to a student who takes a CCP course unless a student is verified as economically disadvantaged. Students will be charged if they **withdraw after the penalty-free time period or fail a course.**

Amount of Credits a Student Can Earn

Students may earn up to 30 college credits per year and 120 college credits total during grades 7-12. The amount of credit hours a student can take through CCP courses is reduced if traditional middle or high school courses are taken during the school day. Talk to the TRECA Career and College Specialist to determine the exact number of credits you can take. CCP is covered for Summer, Fall, and Spring Terms. *See page 8 for more details.*

Textbook Policy

Textbooks are covered costs under the College Credit Plus program. Students are responsible for picking up textbooks at their college institutions if they cannot be delivered to the student's home. DO NOT purchase textbooks on your own or bill books to the district without district approval. All district purchased textbooks and materials are the property of TRECA Digital Academy and must be returned immediately after final exams. Families will be charged for any unreturned or lost textbooks.

How Many HS Credits are CCP Courses Worth?

1 CCP Credit Hour = .33 HS Credit

2 CCP Credit Hours = .67 HS Credit

3+ CCP Credit Hours = 1 HS Credit

College Transcripts

Students who participate in College Credit Plus are responsible for requesting their college transcript from the institution issuing the College Credit Plus (CCP) credit. TRECA Digital Academy is NOT able to request transcripts on behalf of the student.

Students should request their college transcripts to be sent to the college/university they plan to attend after graduation from high school and completion of the CCP coursework. Student-Athletes who will be competing in Division 1 or 2 athletics in college should request their college transcripts be sent to NCAA as well.

Students are responsible for paying any transcript request fees.

Effect on Freshman College Scholarships

Upon a student's graduation from high school, participation in the College Credit Plus program shall not affect the student's eligibility at any Ohio public college for scholarships or any other opportunities that are available to first-time college students and are awarded by that college, regardless of the number of credit hours the student completed under the program.

Academic Probation

- A student earning under a 2.0 GPA or withdraws from two courses or more in the same semester will be placed on probation with the college.
 - The following semester the student will only be able to take one CCP college course AT ALL INSTITUTIONS, and the course cannot be in the same subject area in which the D or F was earned. No courses may be repeated under CCP.
 - Once the college GPA improves to 2.0 or higher, the student is off probation.
 - If, after two consecutive semesters the student is still on probation, he/she will be dismissed from CCP and will NOT be able to take any college courses the following academic term at any institution.
- *Each college/university has its own probation policy which may supersede these rules.*

Athletic Eligibility

Students who participate in OHSAA athletic sports must have 5 core courses to be eligible. Each 3-semester hour college course counts as two core courses. Students who fail a CCP course may be in jeopardy of being ineligible for sports depending on the number of credit hours taken.

How Many CCP Courses Can My Student Take?

Students may take up to 30 credit hours per school year. For each non-CCP high school course a student takes, 3 hours are subtracted from the 30 hours allowed for each school year. The chart below shows how many CCP hours a student may enroll in each semester, as determined by the number of school credits they are taking.

# of high school classes taken at TRECA during the given year	Minimum # of CCP semester hours you may take in same year	Maximum # of CCP semester hours you may take in same year
0	15	30
1	12	27
2	9	24
3	6	21
4	3	18
5	0	15
6	0	12
7	0	9

Level 1 & Level 2 Courses

Beginning in 2018-19, students must complete 15 hours in Level 1 courses before taking any other courses. Non-remedial courses are not covered by CCP.

Level 1 Courses:

- Transferable Courses:
 - Career-Technical Assurance Guide (CTAG) courses
 - Ohio Transfer Module (OTM) courses
 - Transfer Assurance Guide (TAG) courses
- Courses in:
 - Computer science
 - Information Technology
 - Anatomy & Physiology
 - World Language & American Sign Language
- Technical certificate courses
- Study Skills, Academic or Career Success Skills Courses
- Internship Courses

Level 2 Courses:

- Any course not in Level 1 for which the student meets the prerequisite.

Courses Not Covered Under CCP

- Courses that are ineligible for CCP:
 - Remedial courses
 - Religious courses (excludes the history of a religion)
 - Pass/Fail courses
 - Physical Education
 - Study Abroad programs
 - High Fee courses (such as Aviation)
 - Tutoring or one-on-one instruction courses
 - Adult Content courses

HS Equivalencies of CCP Courses and Subjects

Below is a common list of college academic disciplines with their TRECA High School subject area. This is not an exhaustive list, and a conversation between the student and their School Counselor should occur prior to enrolling in an on-campus or online CCP course to determine the corresponding high school graduation course that will be satisfied.

<u>TRECA SUBJECT AREA</u>	<u>COMMON COLLEGE ACADEMIC DISCIPLINE EQUIVALENTS</u>
English	English, Communication, Journalism, Humanities
Math	Math, Statistics
Science	Biology, Chemistry, Physics, Anatomy
Social Studies	History, Psych, Sociology, Economics, Polit. Sci., Govt, Philosophy
Health	Health Sciences, Dietetics
Physical Education	Not Offered through CCP
World Language	World Language
Art (Fine/Performing)	Art, Music, Theater, Dance

FERPA

(Family Educational Rights and Privacy ACT)

The Family Education Rights and Privacy Act (FERPA), part 99, subpart(D)(§99.31)(a)(8) allows a postsecondary institution of higher education to disclose a minor student's personal identifiable information from education records to that student's parent(s) or to the legal guardian of the dependent child, without prior authorization by the student. An education record would include grades published as the student's progress in the course.

Advantages and Risks of Taking CCP Courses

Advantages

- +Opportunity to take courses not offered at school.
- +Opportunity to experience college-level work prior to making a college decision.
- +Opportunity to take academically challenging courses.
- +Opportunity to earn both high school and college credit at no or little cost.
- +The support services of the TRECA Career and College Specialist, the college CCP Advisor, and any other services the college campus offers its students.

Risks

- Family will be charged for late withdrawal or failure of a course.
- Withdrawal or failure could affect credits needed for graduation.
- Increased responsibility for learning and staying organized.
- Reduced opportunity for extracurricular activities if courses are on-campus.
- Grade in CCP courses will affect the student's high school GPA.
- Need to plan for travel time and cost of transportation to on-campus classes.
- No guarantee that students will get the courses they would like.
- Financial Aid may be affected when a student applies for loans.
- May experience some social discomfort at first.

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** – is able to work independently and grasp concepts quickly.
- **Organized** – is able to maintain multiple courses with multiple teacher expectations and work deadlines.
- **Present** – is 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** – is ready to work alongside older students when taking courses at a college.
- **Strong Communicator** – is able to ask for help when needed and speak to others in the class as well as get needed information about breaks, deadlines, 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 certain testing by the college.

Effect of CCP Courses on High School GPA

A student's Grade Point Average (GPA) is affected by a CCP final course grade the same way as a traditional TRECA final course grade in a corresponding subject area. TRECA does not have weighted grades and operates on a 4.0 unweighted GPA scale.

Transferability of CCP Credits Ohio Public Colleges

Ohio Public Colleges

Per Ohio law, all Ohio Public Colleges must accept credits from other Ohio Public Colleges. However, credits transferred from one public college to another will not necessarily fulfill the credit requirements of a specific major, even if it is from a similar department; and may instead be counted as elective credit.

Private Colleges

Private colleges do not have to accept transfer credits from other universities, nor do public universities have to accept credit from private universities. However, most Ohio (public and private) colleges will accept transfer credit in general education courses and other common freshman credits.

Academically Selective Colleges

The more academically selective a college is; the less likely it is to accept transfer credit.

Rule of Thumb

Always check with the admissions office of any colleges of interest to discuss the transferability of any past, present, or future CCP courses. The following websites show what college credits are transferable and where they may be transferred. These sites do not provide an exhaustive list of every transferable credit to every college. Students must communicate with the office of admissions of colleges of interest.

<https://www.transferology.com/index.htm>

<https://www.ohiohighered.org/transfer/transfermodule>

<https://www.ohiohighered.org/transfer/tag>

Sample of Local Colleges and Their Admission Requirements

Columbus State Community College

1. Open Admission: Apply online (orientation required)
2. Consent Form signed by parent, student, Career and College Specialist required
3. Take ACCUPLACER/ALEKS placement tests and/or submit ACT/SAT for college-ready scores
4. Discuss courses to take with School Counselor and CSCC advisor
5. Complete Course Registration Form with College & Career Counselor who submits the form on your behalf
6. Application Deadline: MAY 1

Marion Technical College

1. Open Admission: Apply online
2. Career and College Specialist completes counselor participation form & submits transcript electronically
3. Take ACCUPLACER placement test and/or submit ACT/SAT college-ready scores
4. Meet with MTC advisor and School Counselor to determine classes and schedule
5. Attend orientation at MTC if attending classes on campus
6. Application Deadline: MAY 1

The Ohio State University (Main Campus or Online)

1. Competitive application process: Apply online including 300-word Essay
2. Review of HS curriculum and performance based on class rank/GPA
3. Take ACCUPLACER placement test and/or submit ACT/SAT college-ready scores
4. Non-academic factors such as leadership, extracurricular activities, etc.
5. Meet with OSU advisor and School Counselor to determine classes and schedule
6. Application Deadline: MAY 1

The Ohio State University (Regional Branch Campus)

1. Apply online including 300-word Essay
2. Review of HS curriculum and performance based on class rank/GPA
3. Take ACCUPLACER placement test and/or submit ACT/SAT college-ready scores
4. Non-academic factors such as leadership, extracurricular activities, etc.
5. Meet with OSU Regional advisor and School Counselor to determine classes and schedule
6. Application Deadline: MAY 1

****This is just a sample of a few colleges and their deadlines. Go to your college of choice website to review their process.****

College Credit Plus CHECKLIST

1. ____ Complete required forms & return to the Career and College Specialist by April 1st for all year eligibility or November 1st for Spring semester only.
Required forms include:
____ Intent Form
____ Counseling Form
2. ____ Apply to the college(s) of choice (most deadlines are 5/1)
3. ____ Complete additional paperwork: Counselor Form (give to the Career and College Specialist)
4. ____ Take on-campus placement test unless college-ready ACT/SAT are available to submit
5. ____ Receive an email/letter from college with admission and/or additional instruction needed
6. ____ Attend online or in person orientation, if required
7. ____ Meet with college advisor, if required
8. ____ Continue to check your school and college email for announcements

PLEASE REMEMBER:

- You are not to apply to any college without first completing Intent forms.
- You are entering into a relationship with a college and are responsible for all requirements and policies including college FERPA agreements.
- Textbooks acquired by means other than through our policy structure will be subject to payment by the student.
- Students dropping a course after the 14th calendar day of the semester or earning a failing grade must reimburse the district for all of the course costs including tuition and books.
- All books and materials purchased by the district are the property of TRECA Digital Academy and must be returned promptly after the semester.