

START COLLEGE NOW APPLICATIONS INSTRUCTIONS

Please read through and follow the step-by-step directions below to ensure all sections and processes are completed properly.

Student/Parent Specific Responsibilities:

- 1) Complete 10th grade and be in good academic standing. *(Program is available to 11th and 12th grade students).*
- 2) Complete the application for the Start College Now Program found here: [Start College Now Application](https://tinyurl.com/Start-College-Now)
<https://tinyurl.com/Start-College-Now>
- 3) Submit the completed form (including student/parent/guardian signatures) no later than March 1 for fall semester courses and October 1 for spring semester courses to high school board of district in which the student resides. This is typically done by submitting the form to a high school counselor.
- 4) If the student disagrees with the school board's decision regarding comparability of courses or satisfaction of high school graduation requirements, the student may appeal the school board's decision to the state superintendent within 30 days after the decision.
- 5) Transportation to and/or from the technical college is the student's responsibility.
- 6) Reference [Subchapter 38.12 \(14\)](#) for eligibility requirements **prior to filling out the application.**
<https://tinyurl.com/Subchapter3812>

Technical College Responsibilities:

- 1) Admit the student to the technical college if he or she meets the requirements; prerequisites of the course or courses and if there is space available in the course for which the student applied. Space availability will be determined once all other eligible recipients have been admitted to the course.
- 2) Collaborate with the high school district at least 30 days before the beginning of the technical college semester in which the student will be enrolled. Notify the student, in writing, if a course in which the student will be enrolled does not meet the high school graduation requirements and whether the course is comparable to a course offered in the high school district.
- 3) Ensure that the student's educational program meets the high school graduation requirements under s. [118.33](#).
<https://tinyurl.com/S11833>

High School District Responsibilities:

- 1) Collaborate with the technical college in which the student is enrolled, at least 30 days before the beginning of the technical college semester to ensure comparable course and graduation requirements.
- 2) Confirm the technical college application due date.
- 3) Submit payment to the technical college, in two installments payable upon initial enrollment and at the end of the semester, for those courses taken for high school credit. The amount charged should be equal to the cost of tuition, course fees, and books for a student who is attending the technical college and is a resident of this state.
- 4) Engage in ongoing communication and support with the student enrolled in the technical college.
- 5) Coordinate with the technical college's career prep coordinator. [WTCS District Career Prep Coordinators List](#)
<https://tinyurl.com/CPcoordinators>

START COLLEGE NOW APPLICATION

I. STUDENT INFORMATION <i>This section completed by student / parent</i>							
Student Name <i>First, Middle, Last</i>				Student's Birthdate <i>Mo./Day/Yr.</i>		Gender M <input type="checkbox"/> F <input type="checkbox"/> Other <input type="checkbox"/>	
Parent/Guardian Name <i>First, Last</i>							
Address <i>Street, City, State, Zip, County</i>							
Student Phone <i>Area/No.</i>		Student Email					
Parent/Guardian Phone <i>Area/No.</i>		Parent/Guardian Email					
High School Student Attends & Projected Graduation Year				School District in Which Student Resides			
Technical College to Which You Are Applying to				Grade Student Will be in When Taking These Courses <input type="checkbox"/> 11 <input type="checkbox"/> 12		Number of College Credits Earned to Date	
Semester for which applying: <input type="checkbox"/> Spring <input type="checkbox"/> Fall Year 20XX					II. BOARD ACTION <i>Completed by HS district</i>		
Check if Alternate	Technical College Course Name	Technical College Course Number	No. of College Credits	Comparable HS Course Offered?		Approved for HS Credit	No. of HS Credits
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
III. STUDENT & PARENT / GUARDIAN SIGNATURES <i>This section completed by student / parent</i>							
STUDENT SIGNATURE—IN SIGNING THIS DOCUMENT, I acknowledge the following: <ul style="list-style-type: none"> • I understand and will comply with the assurances and conditions outlined in "Student/Parent Specific Responsibilities" and Subchapter 38.12 (14). • I authorize the high school and technical college to share course and grade information. 							
Student Signature Required						Date Signed <i>Mo./Day/Yr.</i>	
➤							
PARENT/GUARDIAN SIGNATURE—Required if student is under 18. <ul style="list-style-type: none"> • I understand and will comply with the assurances and conditions outlined in "Student/Parent Specific Responsibilities" and Subchapter 38.12 (14). • I authorize the high school and college to share course and grade information. 							
Parent/Guardian Signature Required						Date Signed <i>Mo./Day/Yr.</i>	
➤							

	IV. STUDENT NAME <i>This section completed by student / parent</i>	
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Student Name *First, Middle, Last*

	V. HIGH SCHOOL BOARD APPROVAL <i>This section completed by district</i>	
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Named student is approved to enroll for courses marked "Approved" in Section II:

Yes No. *If no, indicate reason for denial:*

Check if student has a record of disciplinary issues.

Name of High School Board Approval Authority	Phone <i>Area/No.</i>
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High School Board Approval Authority Signature ➤	Date Signed <i>Mo./Day/Yr.</i>
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	VI. TECHNICAL COLLEGE APPROVAL <i>This section completed by college</i>	
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Name of Course(s) in Which Student is Enrolled	Course Code(s) / Number(s)	No. of College Credits	District Approved?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

<input type="checkbox"/> Eligible to enroll	I CERTIFY that the above-named student is eligible to attend the course(s) listed in Section VI and that all these courses are nonsectarian in content. The student will be notified of college admission policies/criteria and record disclosure provisions. The technical college agrees to provide the school district with grade information (and attendance information upon request).
<input type="checkbox"/> Not eligible to enroll	I CERTIFY that the above-named student is not eligible to enroll in and/or attend the course(s) listed in Section VI. The student will be notified of the reasons for ineligibility.

Name of Technical College Representative and Title	Phone <i>Area/No.</i>	Email
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Technical College Representative Signature ➤	Date Signed <i>Mo./Day/Yr.</i>
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	VII. APPEALS	
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Appeals of school board decision: A student may appeal a school board decision regarding awarding of high school credit or course comparability to the State Superintendent within 30 days of the board's decision.

AUTHORIZATION TO RELEASE EDUCATIONAL RECORD INFORMATION



In compliance with the Family Educational Rights and Privacy Act of 1974, Western Technical College is restricted from disclosing certain information from your student records. You may grant the college permission to release information from your student records by completing and signing this form.

Registration and Records
400 7th St N., PO Box C-0908
La Crosse, WI 54602-0908
PH: 608-785-9553 FAX: 608-785-9148

Student Name _____ **Student ID#** _____

Phone Number _____ **Date of Birth** _____

I hereby authorize Western Technical College to release the following:

- _____ Academic Records: Includes academic progress, admission test scores and/or enrollment information and course registration
- _____ Student Account Records: Includes billing charges, credits, payments, past due amounts and/or collection activity, and 1098T information
- _____ Financial Aid Records: Includes financial and application status, application date from FAFSA, eligibility and satisfactory academic progress (SAP)
- _____ Non-Academic Records: Includes Residence Hall status and student concerns
- _____ Veteran Education Benefits

Information may be released to the following person(s) or organizations:

Name	Relationship
Name	Relationship
Name	Relationship

By signing below, I consent that Western Technical College may disclose and discuss confidential information from my educational records with the individuals listed above. The information will not be further disclosed to another person or institution or used for any purpose other than that stated in this authorization. I also understand that I may revoke this consent at any time in writing to the Registrar's office.

Signature _____ Date _____

<p>_____ I wish to revoke my prior request.</p> <p>Signature _____ Date _____</p>
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Submission instructions: Please sign and submit your completed form in one of the following ways:

- In-person: Welcome Center (La Crosse Campus) or any Regional Location
- Email: send to Registration@westernnc.edu
- Fax: 608-785-9148