



P-TECH MODEL RESOURCE

SAMPLE STUDENT CONTRACT FOR COLLEGE COURSES

P-TECH 9-14 schools must develop a set of policies related to their students taking college courses. These policies should be shared with teachers, faculty, students, parents and others involved in supporting the P-TECH 9-14 school.

In support of these policies, some schools may choose to ask students to sign contracts in which they acknowledge the expectations and responsibilities associated with taking college credit courses. This helps ensure that students are fully aware of their obligations to their own learning. Typically, the Early College Liaison will explain the contract to students, and keep records regarding which students have signed the agreements.

P-TECH 9-14 School Student Contract

Please carefully read the following contract with your parent/guardian, and sign to confirm that you understand and agree to its terms.

As a P-TECH 9-14 model student enrolling in classes at the College, you assume an obligation to conduct yourself in a manner compatible with the functions of the college as an educational institution. P-TECH teachers and counselors will provide guidance as you transition to college classes at the College campus. As a student at P-TECH, you are not only a high school student, you are also a college student.

I UNDERSTAND THE FOLLOWING:

1. As a P-TECH student taking college classes, I am choosing to complete college level course content at the College. I agree to act appropriately, recognizing that college course materials contain adult materials and that the student body at the college includes students of all ages and backgrounds.
2. I understand the courses offered to me are part of a pre-defined Scope & Sequence leading to a degree in _____. I understand that the number of electives or choices among courses is limited by the school's program. I also understand that I must meet all pre-requisites and other eligibility requirements prior to enrolling in college courses.

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3. I understand that I must be in good academic standing both at the P-TECH 9-14 school and the College. A student not in good academic standing is any student failing one or more classes at the high school or the college. Such students will not be invited back to the college for the following semester. For example, if a student is dropped from the college in the spring semester, that student will not return to the college until the following academic year, and must be in good standing in all high school classes before returning
4. I understand that the grades that I earn in my College courses will be a part of my college transcript that will stay with me throughout my tenure in the college. As a student taking courses at the college, I am subject to the College's policies regarding grades and academic standing. A summary of the College's academic policies is available at this website: _____
5. As a student taking courses at the College, I understand that there is a zero-tolerance policy regarding any behavior that disrupts the classroom at any time. If I engage in any disruptive behavior, I will give up my seat in that classroom, and I will be withdrawn from the course. Specifically, I understand that:
 - a. If a professor indicates that I disrupted class two or more times, I will be withdrawn from the course and may face immediate dismissal from all college courses.
 - b. If I leave the classroom and do not return, it is considered an absence from the college, and may result in an immediate dismissal from the college or detention at the high school.
 - c. If I am withdrawn from a course after the "W" (withdraw) deadline, I will receive a "WU" (failing grade) in that course, which will lower my overall college grade point average.
6. As a student taking college courses at the College, I will adhere to the College attendance and lateness policies as detailed on the College website. Under these policies, I understand that as a P-TECH 9-14 school student, three unexcused absences will result in an immediate dismissal from all my college courses. I also understand that if I am late three times, it will be equal to one unexcused absence, and being late nine times will result in an immediate dismissal.
7. As a student I understand that all P-TECH 9-14 school students, in all grades, must "check in" and "check out", in person, at the College at the College Liaison's office. Missing the check-in and check-out procedure more than three times will equal an unexcused absence from the college. Sending a text message or email is not an acceptable way to check in and out.

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8. I understand that I have the ability to seek support for my college courses from a variety of resources, including the Early College Liaison, the College Tutoring and Writing Centers, Professors' Office Hours, the College Library and any Teaching Assistants assigned to my courses. I understand that it is my responsibility to seek out help when I need it, and that college professors are less likely to contact me if I am falling behind or struggling in a course. I understand that teachers and counselors at a P-TECH 9-14 school are also available to help with college credit courses.

9. I understand that the P-TECH 9-14 school and/or the College will provide me all necessary textbooks and course materials for the duration of the semester. I agree to return all textbooks and course materials at the end of the semester in good condition. I further understand that if I lose or damage a textbook or other course materials, I will be required to reimburse the program for the full replacement cost of the materials.

10. All College policies pertain to me, and no exceptions will be made for me because of my age. I will refer to the College website for all policies and procedures.

Student Name

Parent Name

Student Signature

Parent Signature

For more information about the P-TECH 9-14 model, please visit ptech.org