## Early College

# Application Packet

**Please initial next to each step when completed.**
**Only completed packets will be accepted.**

\_\_\_\_\_ Attend an Early College Open House or Information Session

\_\_\_\_\_ Review qualifications and requirements

\_\_\_\_\_ Schedule a meeting with your high school counselor if interested in the program

\_\_\_\_\_ Apply to FCC at **www.frederick.edu/apply**—*expect a Welcome Letter in the U.S. mail about a week after applying*

\_\_\_\_\_ Complete Early College Application Packet (DUE DATE: APRIL 1, 2020)

*Submit completed packet to the*
*Welcome Center in Jefferson Hall on the FCC Main Campus*

*or via U.S. mail:*
*Dual Enrollment Office*
*7932 Opossumtown Pike*
*Frederick, MD 21702*

**Note**: Upon review of your Application Packet, an Early College Admissions Interview may be scheduled through your high school and FCC. You will then be notified of your acceptance to the Early College program by end of May.

*Revised 9/17/2019*

# FCC Dual Enrollment: Early College

## Required Additional Documents
### *(to be completed by a school counselor)*

☐ Academic Placement:

     o Accuplacer Scores OR Exemptions (CCR Report)

☐ Official High School Transcript

☐ Copy of most recent Report Card

☐ Attendance Report

**Frederick Community College**

To qualify for entry into Early College, by the end of grade 10 students must:

- Be currently enrolled as a FCPS student
- Complete State Assessment Requirements for High School Graduation (passing scores for MISA, HSA, etc.)
- Meet College and Career Readiness standards for Dual Enrollment. Assessment scores (SAT, ACT, ACCUPLACER, MPAC, and more) determine college and career readiness. Scores required to enroll in college level, credit-bearing courses are:

| | **English** | **Math** |
|---|---|---|
| **ACCUPLACER** | Reading: 253<br>Writing: 263 | Quantitative Reasoning, Algebra, and Statistics:<br>263 |
| **ACT** | Average score of Reading and Writing Tests:<br>21 | 21 |
| **AP Exam** | English Lang/Comp or Lit/Comp: 3 or higher | Calculus AB or BC:<br>3 or higher |
| **FCPS Course** | English 12 Portfolio | Algebra II or higher within the past two years: A or B or<br>Intermediate Transitional Algebra experience |
| **MCAP** | English 10 or 11: 4 or 5 | Algebra II or Geometry:<br>4 or 5 |
| **SAT** | Evidence-Based Reading & Writing:<br>480 | 530 |

- Have completed a minimum of 16 high school graduation credits
  - **Required**: two credits each of high school English, math, science, and social studies, including English 10, Algebra 1, Biology, and Government
  - **Strongly Recommended**: Math through Algebra 2; a third high school lab science credit (usually either Chemistry or Environmental Science); completion of fine arts, physical education, health, technology education, financial literacy, and "Completer" (e.g. two years of the same World Language) credits
- Have a minimum 2.0 cumulative unweighted GPA (3.0 or higher preferred)
- Complete an Early College Application Packet and interview process

Frederick Community College

| Applicant Information |
|---|

Student Name: _____ Date: _____

*Last*        *First*        *M.I.*

Address: _____

*Street Address*        *Apartment/Unit #*

_____

*City*        *State*        *ZIP Code*

Phone: _____ Email: _____

Name of High School: _____

Student Expectations and Consent
(Please INITIAL to indicate that you have read and understand each statement.)

_____ I give my consent for FCPS to share the information provided herein with the necessary departments of FCC for the purpose of registration in the Early College program.

_____ I give FCC permission to release information to my high school which may include placement test scores, course registration, grades, and attendance records.

_____ I understand that I am enrolling in the Early College program where rules, federal and state laws, and individual student maturity and responsibility are different from being in a high school environment.

_____ I understand that if I do not perform up to the Early College program requirements, FCC and FCPS may recommend that I return to my high school.

_____ I understand that I will engage exclusively with college-level course content and will participate in a mandatory transition course (one college credit) at FCC during the summer prior to my first Fall semester.

_____ I understand that I am responsible for my own attendance and there is no required check-in on campus; however, attendance reports are required by instructors on campus every semester.

_____ I understand that I will need to access FCC course websites and will benefit from having a computer and internet access at home and may utilize FCC open computer labs or the Learning Commons during regular operating hours if I do not have access to a computer at home.

_____ I understand that, as an Early College student, I will be held to the same conduct standards as FCC students and FCPS students, and that students in violation of these standards may be subject to discipline at either or both institutions.

Frederick Community College

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☐

**FARM Status Verified by School Staff:** _____

Printed Name / Initials / Date

*Tuition is waived for students who are eligible for Free and Reduced Meals*

Student Signature:

_____          Date: _____

Parent/Guardian Signature:

_____          Date: _____

High School Principal or Designee:

_____          Date: _____

**Frederick Community College**

**Emergency Contact Information**

Student Name: _____     Date: _____

         *Last*               *First*               *M.I.*

Contact Name: _____     Relationship: _____     Phone Number: _____

Cell

_____

Home

_____

Work

_____

Work

_____

Cell

_____

Home

_____

**Statement of Eligibility for Educational Support Services**

The **Services for Students with Disabilities (SSD) office** at FCC assists and supports eligible students with disabilities. Student services may include academic advising, individualized accommodation plans, transition coaching, as well as workshops and programs. Students will be empowered to become self-advocates in order to achieve individual success at FCC and beyond. The SSD office provides community outreach and collaborates with agencies and resources to meet the diverse needs of students with disabilities.

1. Do you currently receive special education services?  ☐ Yes  ☐ No

    a. If yes, and if you wish to request services in this Early College program, you may be required to provide copies of the following documents to the FCC **Services for Students with Disabilities (SSD) office**:

        • Current Individualized Education Program Report
        • Initial IEP report
        • Additional or recent reports/evaluations or supporting documentation of disability

2. Do you currently receive accommodation services through a 504 Plan? ☐ Yes  ☐ No

    a. If yes, and if you wish to request services in this Early College program, you may be required to provide copies of the following documents to the FCC **Services for Students with Disabilities (SSD) office**:

        • Initial Section 504 Evaluation Report
        • Current 504 Accommodation Plan
        • Additional or recent reports/evaluations or supporting documentation of disability

**Location and Phone**: Annapolis Hall Suite 105; 301-846-2408; DisabilityServices@frederick.edu;
VP 301.624.2778

☐ I understand that FCC post-secondary accommodations may be different than those provided by FCPS.
☐ I understand that disclosure of the need for accommodations **will not** be an evaluative measure for acceptance into the Early College program.

Student Signature:

Date:

_____          _____

Parent/Guardian Signature:

Date:

_____          _____

**School Counselor Recommendation**

**School Counselor Recommendation Form**

Student Name: _____

Counselor Name: _____     High School: _____

**Please provide the required documents listed below and include them in the applicant's Early College Application Packet.**

☐ High School Transcript                        ☐ Most recent report card

☐ College & Career Readiness Exemption Information
   *(Accuplacer, SAT, ACT, MPAC)*

**Please respond to the following:**

Student's attendance record: _____% Comments (optional) _____

_____

Does this student receive any accommodations (IEP/504 plan)?:     ☐ Yes     ☐ No

**How would you recommend this applicant for the Early College program?**

☐ Highly recommend     ☐ Recommend     ☐ Recommend with reservations     ☐ Do not recommend

**Please provide additional comments if not recommended or recommended with reservations:**

_____

_____

_____

_____

_____

_____

_____

☐ **Please have the Early College Coordinator contact me regarding this applicant.**

_____       _____       _____
Counselor Name (print)          Counselor Signature                    Date

# High School Teacher Recommendation #1
*(English, Social Studies, Science, or Math Teacher)*

**Frederick Community College**

**Please complete this form and email to DualEnrollment@frederick.edu**

Student Name: _____    Grade Taught: _____

High School: _____

Teacher Name (print): _____    Subject(s): _____

## How would you recommend this applicant for the Early College program?

☐ Highly recommend    ☐ Recommend    ☐ Recommend with reservations    ☐ Do not recommend

| Please ✓ appropriate box | Below Average | Average | Excellent | Outstanding |
|---|---|---|---|---|
| Academic Performance | | | | |
| Writing Skills | | | | |
| Time Management Skills | | | | |
| Critical/Analytical Thinking | | | | |
| Communication Skills | | | | |
| Organizational Skills | | | | |
| Study Skills | | | | |
| College Readiness | | | | |
| Problem-Solving | | | | |
| Maturity | | | | |
| Goal-oriented | | | | |
| Perseverance | | | | |

**Please provide additional comments if not recommended or recommended with reservations:**

_____

_____

_____

_____

_____

_____

_____    _____    _____
Teacher Name (print)                Teacher Signature                            Date

# High School Teacher Recommendation #2

*(Teacher of any discipline)*

**Frederick Community College**

**Please complete this form and email to DualEnrollment@frederick.edu**

Student Name: _____     Grade Taught: _____

High School: _____

Teacher Name (print): _____     Subject(s): _____

**How would you recommend this applicant for the Early College program?**

☐ Highly recommend    ☐ Recommend    ☐ Recommend with reservations    ☐ Do not recommend

| Please ✓ appropriate box | Below Average | Average | Excellent | Outstanding |
|---|---|---|---|---|
| Academic Performance | | | | |
| Writing Skills | | | | |
| Time Management Skills | | | | |
| Critical/Analytical Thinking | | | | |
| Communication Skills | | | | |
| Organizational Skills | | | | |
| Study Skills | | | | |
| College Readiness | | | | |
| Problem-Solving | | | | |
| Maturity | | | | |
| Goal-oriented | | | | |
| Perseverance | | | | |

**Please provide additional comments if not recommended or recommended with reservations:**

_____

_____

_____

_____

_____

_____

_____     _____     _____

Teacher Name (print)               Teacher Signature                        Date