



LAWRENCE UNIVERSITY
APPLETON, WISCONSIN

EARLY COLLEGE CREDIT PROGRAM FOR HIGH SCHOOL STUDENTS

Fox Valley public and private high school students as well as homeschooled students may apply to Lawrence University as special students in order to enrich their academic experiences during high school by taking courses on the Lawrence campus. Lawrence sets tuition fees for according to the Early College Credit Program (ECCP) rate set by the Wisconsin Department of Instruction. (Note: In 2018, the Wisconsin DPI changed the name of this program from “Youth Options” to the Early College Credit Program.)

Course Eligibility

1. ECCP students are typically eligible to register only for 100-level courses at Lawrence University. Permission may be granted in exceptional cases for coursework above that level. Extra documentation in exceptional cases should be included with application.
2. ECCP students are not eligible for independent study, music or studio art courses, or music lessons of any kind. Furthermore, ECCP students may not take courses that involve field study, internships, or other off-campus study. Students are not allowed to participate in any trips or events at Bjorklunden.
3. Enrollment is limited to one course per term.
4. Full-time, degree-seeking Lawrence students have priority to enroll in all Lawrence University courses.

Applicant Eligibility

1. The applicant must be enrolled in or have completed the highest level secondary school course in the intended area of study and related areas.
2. The applicant must be a strong college preparatory student with both maturity and initiative who has completed a minimum of 12 academic units from grades 9 through 11, including three years of English, and at least nine other units chosen from mathematics, history, social studies, science, and foreign languages.
3. The applicant should rank in the top 20 percent of the class (if applicable) and present strong PSAT, SAT, PLAN, or ACT test results.
4. Advanced level juniors will be considered and must re-apply to the ECCP the following year if they want to take courses in their senior year as well.
5. Any ECCP student who receives a grade lower than C- in a Lawrence course will not be permitted to register for the ECCP in subsequent terms.
6. Students in good standing may continue in another course within the same academic year, provided the high school approves the course, the student meets all ECCP eligibility guidelines, the student meets all course pre-requisites, the course instructor grants permission, and there is room in the course.
7. ECCP students must sign and submit a release that allows Lawrence to send grade reports to their high schools.

Provided the above requirements are satisfied, it is the responsibility of the ECCP applicant and the school counselor (not Lawrence University) to find and apply for appropriate Lawrence classes. The official course listing for all three terms of the coming academic year are posted on the university website in April. (A partial draft schedule is typically available in March.) If a desired Lawrence class is already filled with full-time, degree-seeking Lawrence students, ECC applicants should check with their school district for appropriate policies and procedures for alternate registration.

Application

1. Your **school counselor** is required to send to Lawrence University's Office of Admissions the following:
 - Your completed application
 - Official high school transcript showing courses, grades, and testing through the junior year
 - Grade release form
2. Applicants will be notified by mail of the admission decision as soon as possible. A copy of the letter will be sent to the secondary school counselor. Qualified applicants may be refused admission—or be refused enrollment at registration—if courses for which they have applied or to which they have been admitted are full, due to that fact that full-time, degree-seeking Lawrence University students have priority in class enrollment.
3. In some cases, a conditional decision will be made, pending placement tests arranged with academic department chairs. This is most often the case with courses in foreign languages. **All math** applicants will need to submit their second semester grade in AP Calculus and their score on the AP exam. After it is received and reviewed we will send you the department's final recommendation for class placement.
4. Applications must be received at the Office of Admissions by May 15 for the fall term.

Fees and Refunds

1. The cost per course is payable at registration in September, at the beginning of each term, or through reimbursement from the student's school district if approved through the Early College Credit Program.
2. ECCP students who withdraw from a course during the first half of the term may apply for a refund of the tuition according to the following schedule: 100% if withdrawal is before the first day of classes; 60% if withdrawal is after the first day of classes and before the fifth Saturday after classes begin. No refunds will be allowed after week five of the term. (Check with your ECCP contact at school for further details about costs, refunds, and payment responsibilities.)

Advising

All ECC students are required to meet with the university registrar as part of the registration process at the beginning of the term. ECC students are encouraged to also use their course instructors as advisors. Students should be prompt, assertive, and resourceful about getting assistance as needed.

Credit

Students will be able to view their grades through Voyager, Lawrence University's online information system. (Applicants will learn more about this when they meet with the registrar for advising.) An official transcript, if needed, must be requested from the university registrar for purposes of credit transfer. Students must sign and submit a grade release form with their application for admission to the ECC Program in order that grade reports can be sent to the student's high school.

Lawrence University
Office of Admissions
711 East Boldt Way
Appleton, WI 54911-5699
920-832-6506



LAWRENCE UNIVERSITY
APPLETON, WISCONSIN

**EARLY COLLEGE CREDIT PROGRAM FOR HIGH SCHOOL STUDENTS
GRADE RELEASE FORM**

I hereby authorize Lawrence University to release my grades to my high school for any and all courses taken for credit as an Early College Credit student and/or under the Early College Credit Program.

Applicant Information

Name: _____

Address: _____

City, Street, ZIP: _____

Signature: _____

Date: _____

Parent/Guardian Signature, if under 18: _____

Date: _____

High School Information

School Name: _____

School Address: _____

School City, State, ZIP: _____

Note to student: This form must be completed and submitted with the Lawrence Application for ECC Students. Please check with your high school regarding any forms required for your participation in the Early College Credit Program.



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EARLY COLLEGE CREDIT PROGRAM FOR HIGH SCHOOL STUDENTS APPLICATION

Name of applicant _____ Sex: Male Female Gender _____
LAST FIRST MIDDLE Your Pronouns _____

Address _____
STREET & NUMBER, RURAL ROUTE, OR POST OFFICE BOX CITY STATE ZIPCODE

Telephone _____ E-mail _____

Date of birth _____ Place of birth _____ Citizenship _____

OPTIONAL: Ethnicity: African American/Black Asian American/Pacific Islander Latino/Hispanic Caucasian/White
 Native American; tribal affiliation _____ Other; please describe _____

Applicant High school _____ High school city _____ Year of graduation _____

Parents'/guardians' names _____

According to the Lawrence University Early College Credit Program guidelines, I qualify for admission consideration because:

- I have completed all the courses in _____ offered at my high school.
- I will be enrolled in the highest level course that my high school offers in _____ while taking the Lawrence course.
- Courses in _____ are not offered at my school.

If admitted, and having consulted the appropriate Lawrence class schedule and course catalog, I plan to take the following courses (limited to one course per term).

Term I _____
DEPARTMENT COURSE NUMBER AND NAME

Term II _____
DEPARTMENT COURSE NUMBER AND NAME

Term III _____
DEPARTMENT COURSE NUMBER AND NAME

The Lawrence University Honor Code:

No Lawrence student will unfairly advance his or her own academic performance, nor will he or she in any way intentionally limit or impede the academic performance or intellectual pursuits of fellow students.

I certify that all parts of this application to this point have been completed by me and that the information provided is correct to the best of my knowledge. I am aware that as a Lawrence student I must comply with the Lawrence University Honor Code.

Student's signature _____ Date

(OVER)

Please give this form, completed to this point, to your high school counselor, and ask him/her to complete and mail, with transcript and test scores, to:

Office of Admissions
Lawrence University
711 East Boldt Way SPC 29
Appleton, WI 54911-5699

Counselor Recommendation:

This candidate ranks _____ in a class of _____ students and has a cumulative g.p.a. of _____ on a _____ scale.

This rank covers a period from _____ to _____. Is the g.p.a. weighted? _____ Is the rank weighted? _____

This student's curriculum is: average demanding most demanding

This student plans to take an AP test(s) in: _____

SAT Critical Reading _____ Math _____ Writing _____

ACT English _____ Math _____ Reading _____ Science _____ Composite _____ Writing _____

PSATV _____ PSATM _____ Other (Please identify)

Courses in progress

Counselor's name _____ Title _____

School address _____ Office telephone _____

Counselor's signature _____ Date _____

Counselor email _____

Lawrence University does not discriminate on the basis of sex, race, color, national or ethnic origin, religion, sexual orientation, parental or marital status, age, or disability in its programs and activities. Inquiries regarding the non-discrimination policy may be directed to the Vice President for Business Affairs at 920-832-6536 or the Dean of the Faculty at 920-832-6528. **Application must be received in the Office of Admissions by May 15 for fall term, November 15 for winter term and March 1 for spring term.**

Lawrence adheres to the Statement of Principles of Good Practice of the National Association for College Admission Counseling (NACAC).