

2015-2016 School Year

## Lane Community College High School Partnership Referral

(To be submitted one time per academic year)

HSC	Tag:Fall	Winter_	Spring
Reg:	Fall	Winter_	Spring

Please print or type. Legibility is important.					
Name:		Date of Birth	):		
First MI Last			MM/DD/	YYYY	
Mailing Address:			OR		
Street Address		City	State	Zip	
Telephone: ( )	Email: _				
Lane Student L#					
High School:		Class Level	□ Jr	□ Sr	
High School Referral person:					
Phone:Email:					
Student Placement Test Results: Reading (Req).	Writing (Req)	). (Math Req.	 only if taking a	a Math course)	
Course title or academic/career technical content	area of intere	est			
	Maximur	n Credits Allow	ed Per Ter	m:	
Students who have an IEP or 504 plan with their high school r Disability Resources. We will be able to coordinate their high					
-		4 plan with your h	-		
Ciamatura					
Signatures:	annount form of	and release of inf	armatian an	the beat of this	
(1) Student: I certify that I have read and agree to the opage, and that I have provided complete and accura				the back of this	
Signature:			Date:		
(2) Parent/Guardian: I certify that I am a legal parent/g participation in the Partnership Program. I have read an the back of this page.					
on the back of this page. Signature:			Date:		
Required if student is under 18					
4) School Official/District: The above named student has been approved for school district funding for the Partnership Program – details will be provided in quarterly Sponsored Accounts billing documents.					
Signature:	arterly openio	nea modulità dii	Date:	——————————————————————————————————————	

Page 2 Please print and maintain for your reco	ords.
Student Name:	'L' Number:
High School Partnership district cours	se authorization is required every term via Sponsored Accounts
Referred Students with	Registration are subject to \$100.00 Advising Fee.

## Acknowledgement/Release of Information

Sharing of student information between school district staff and community college staff requires a release of student record information, which is covered by the Federal Educational Rights and Privacy Act (FERPA). Without this release, progress reports and grades cannot be reported to the high schools. Financial billing to the schools also requires this release.

## I agree to and authorize the release of the following information to my high school and school district:

- Registration information in Referral courses (grades, attendance, transcripts, class time/location, student ID Numbers, GPA (grade point average), class drop dates, class name, number of credits, period of enrollment, number of credits earned, address and phone number).
- Financial Information (charges, payments, credits, status of application, awards amounts and status (when stipends are involved)
- I understand that the college cannot discuss student's class attendance, academic progress, or grades with parents or guardians, or anyone else, except as identified above to my high school and school district, without written permission from the student. See Lane's FERPA policy at <a href="http://www.lanecc.edu/cops/release.htm">http://www.lanecc.edu/cops/release.htm</a>
- I understand the release of information will remain in effect as long as I participate in the Partnership Program.

## As a Partnership Program student, I understand the following:

- As a student taking classes I am choosing to complete college level course content. Classes may be held
  on the Lane Community College campus as a blend of underage and adult students, which creates an
  adult-oriented learning environment. I recognize that course content, instructor focus, and class
  discussions will not be amended to account for my age.
- o If applicable, I have read and signed Lane's Under 18 policy, which was presented to me when I applied for online admission to Lane (<a href="http://www.lanecc.edu/es/documents/Under18Consentform.pdf">http://www.lanecc.edu/es/documents/Under18Consentform.pdf</a>). I understand that all policies regarding grading, class attendance, registration deadlines, payments on account and college procedures apply to me and exceptions will not be made because of my age or status as a dually enrolled high school student. I will be expected to use MyLane/ExpressLane to register for classes, make adjustments to my schedule, review and access my Account Summary for any charges assessed, and review my unofficial transcript, which will reflect my grades.
- Grades earned in classes will appear on my permanent college transcript and will not be eligible for adjustment at a later date.
- Tuition and fees assessed on all classes will be under my name and I will be responsible for ensuring that my account remains in good standing. While my Partnership-approved courses are covered by my school district, I am responsible for any other classes that I take, or any unauthorized fees I accrue. I understand that my account balance must be paid within 120 days after being assessed the charges. After that date, my account will move to a collection status, regardless of my age. Students who have past due accounts can only register after their student account has been paid in full.