

Dear Prospective Student:

We have received your request for information about the College Now (formerly College Pathways) program and are excited that you are interested in taking the next step in your academic journey at Butler County Community College (BC3)! This program permits **sophomore, junior** and **senior** students to take college-level classes prior to the completion of high school.

To qualify for this program, BC3 requires you to:

- Complete a BC3 High School Programming Application. Please contact the High School Programming Office for an application or download from [www.bc3.edu/HSP](http://www.bc3.edu/HSP). **High School Programming students cannot apply online.**
- Meet the minimum cumulative unweighted GPA requirement (no exceptions to this policy): **Sophomores: 3.25 | Juniors: 3.00 | Seniors: 2.75**
- Public, private, and cyber school students must submit an official copy of their high school transcript in a sealed envelope from their home school district or cyber school. The high school principal or guidance counselor must sign off on page 4 of this agreement.
- Home school students must submit a transcript signed by a parent or guardian. Home school students also need to have their evaluator submit the latest copy of the student's **Evaluation of Home School Educational Progress**. The evaluator also submits a statement of approval to take College Now classes or signs off on page 4 of this agreement.
- Complete a copy of the College Now Agreement obtainable from the High School Programming Office or online at [www.bc3.edu/HSP](http://www.bc3.edu/HSP) under the heading "**College Now.**" This agreement outlines the expectations of the program and requires the signatures of the student, a parent or guardian, a school counselor, principal, or official home school evaluator, and a BC3 representative.

Once all of the above documentation is received, it will be reviewed and you will be contacted regarding next steps. If placement testing is needed in English or math, it will be scheduled at the BC3 location nearest to you or remotely.

If you have any questions, do not hesitate to contact me at 724-287-8711 Ext. 8404 or [erin.cioffi@bc3.edu](mailto:erin.cioffi@bc3.edu). We look forward to having you as BC3 High School Programming student!  
Sincerely yours,

*Erin Cioffi*

Erin C. Cioffi, MS  
Assistant Director of High School Programming



**College Now**  
 (Formerly College Pathways)  
**2021-2022 Agreement**

STUDENT INFORMATION (PLEASE PRINT—Blue/Black Ink Only)

Name (Last, First, M.I.) \_\_\_\_\_ BC3 Student ID: \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

County \_\_\_\_\_ Telephone \_\_\_\_\_

Student Email: \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Telephone \_\_\_\_\_

This agreement is entered into between Butler County Community College (BC3) and (student’s name) \_\_\_\_\_. This agreement sets out the terms and conditions of the College Now Program offered to high school students who wish to enroll in college-level coursework at BC3.

**A. Term:**

This agreement is for the 2021 FL 2022 SP 2022 SU semester/term.  
 (Students must complete a new Agreement Form for each semester/term.)

**B. Eligibility:**

In order to be eligible to participate in the College Now Program, you must:

- Be in your sophomore, junior, or senior year of high school.
- Public, private, and cyber school students must submit an official copy of their high school transcript in a sealed envelope their home school district or cyber school. The high school principal or guidance counselor must sign off on page 4 of this agreement.
- Home school students must submit a transcript signed by a parent or guardian. Home school students also need to have their evaluator submit the latest copy of the student’s **Evaluation of Home School Educational Progress**. The evaluator also submits a statement of approval to take College Now classes or signs off on page 4 of this agreement.
- Meet the minimum cumulative GPA requirement (no exceptions to this policy):  
**Sophomores: 3.25 | Juniors: 3.00 | Seniors: 2.75**
- Complete a BC3 High School Programming Application. Please contact the High School Programming office for an application or download from [www.bc3.edu/HSP](http://www.bc3.edu/HSP).  
**High School Programming Students cannot apply online.**
- Achieve the required minimum scores on the Next-Generation ACCUPLACER placement exam(s) if enrollment in a math and/or English class is desired, or if planning to enroll in a course where math and/or English are co- or pre-requisites.

- SAT scores (500 or better in Math and 500 or better in Evidence Based Reading and Writing) or ACT scores (23 or better in Math or 21 or better in English) may exempt you from placement testing. You need to provide proof of meeting or exceeding these cut-off scores.

**C. Continuation:**

In order to remain in this program, you must:

- Earn a grade of “C” (2.0) or better in each course.
- Meet with the Assistant Director of High School Programming or Student Services Specialist at your BC3 campus location prior to registering for each subsequent semester. **College Now students cannot register online.**
- Complete a new College Now Agreement (this form) **each semester.**

**D. Additional Program Guidelines:**

- Students may take courses at the BC3 main campus, a satellite BC3 campus location, online/hybrid or a combination of any of these.
- College Now students are highly encouraged to register for GENL 101: College Study Skills (1-credit) prior to or during their first semester.
- Developmental or preparatory courses (course numbers below 100) cannot be taken.
- The courses taken by College Now students are identical to those taken by other BC3 students and are assessed in the same way.
- College Now students are subject to the same tuition (based on county of residence) and fees as all other degree-seeking BC3 students.
- Students must have all tuition and fees paid prior to BC3’s established deadlines.
- Students over 18 years of age may enroll in the E-Z Payment Plan during the fall, spring, and summer semesters.
- Students who drop courses during the semester will be subject to BC3’s refund policy for dropped courses and must obtain a signature from the Assistant Director of High School Programming or Student Services Specialist prior to dropping the course.
- Per federal guidelines, College Now students are not eligible for financial aid.
- It is the student’s responsibility to purchase all course textbooks and required materials which are available at the BC3 Bookstore.
- Eligible students are permitted to take a maximum of 12 credits fall and spring semester (courses must be selected from the Session 1 schedule) and 6 credits in a summer session. Fast Track (5-week) sessions are not approved for College Now students. No exceptions will be made to this policy. Final schedules are subject to the approval of BC3.

- Determination of whether BC3 credits can be used to fulfill high school graduation requirements is solely at the discretion of the student's secondary school.
- Upon completion of coursework, it is the student's responsibility to make arrangements for transcripts to be sent to the college they plan to attend. That college makes the final determination on the credits they will accept via transfer. Assistance with this process can be directed to the Assistant Director of High School Programming or the Records and Registration Office.
- Students can visit [www.bc3.edu/transfer](http://www.bc3.edu/transfer) or contact Transfer Services at 724.287.8711 x8264 for information on transferring credits.
- BC3 will award post-secondary credit to students who successfully complete courses identified in this agreement as identified above and students can request an official transcript through the Records and Registration Office at any time.
- College Now students who wish to become degree-seeking after graduating from high school **must re-apply** to BC3 and select a program of study. They do not have to pay the \$25 application fee.
- If a College Now student becomes a regularly enrolled student, BC3 shall recognize and apply those credits to the student's chosen academic program.
- Students participating in College Within the High School who wish to also enroll in the College Now must submit a separate application and all other documentation required for the College Now Program.
- BC3 will release academic information to the appropriate individuals at the student's current secondary institution and/or parent/guardians if a current Family Educational Rights and Privacy Act (FERPA) agreement is on file with the Records and Registration Office.

**E. Anticipated Course Schedule:**

COURSE NUMBER			COURSE TITLE	CREDITS
<i>ENGL</i>	<i>101</i>	<i>M88</i>	<i>COLLEGE WRITING (EXAMPLE)</i>	<i>3</i>
<b>TOTAL CREDITS</b>				

**F. Required Signatures:**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

BC3 Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Principal/Guidance Counselor/Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_

(Parents/guardians cannot sign as home school evaluators.)