

TABLE OF CONTENTS

Table of Contents	02
Welcome	03
College Credit Plus Overview	04
28 Skills of a Really Ready Student	05
Differences Between High School and College	07
College Credit Plus: Impact of Student Grades & Decisions to Withdraw	08
High School Graduation Course Substitution Crosswalk	09
Middle School Graduation Course Substitution Crosswalk	20
Associate of Arts for Transfer (AA-General) Sample Pathways	25
CCP Eligibility, Admissions Requirements, & Student Registration	27
Tips for Completing The Online Application for College Credit Plus	29
Individualized Education Program (IEP)	30
Course Enrollment	30
Academic Advising	30
On-Campus/Online Scheduling	31
High School Campus Enrollment	31
Official Transcript Request	31
CCP Student Resources	32
Academic Honors	32
High School Partnerships	33

WELCOME to



Dear Prospective Student,

Welcome to Belmont College's College Plus Program (CCP)! We're thrilled that you've taken the first step toward advancing your college journey.

Belmont is proud to offer this program in collaboration with your high school, giving you the unique opportunity to earn dual credit – both high school and college credit simultaneously. This initiative aims to better prepare you for your future college experience after high school. Please keep in mind that participation in this program becomes a part of your academic record, so we urge you to strive for excellence in your studies.

This handbook is designed to address any initial queries you or your parent/guardian may have. Should you have further questions or concerns, don't hesitate to reach out to the College Credit Plus Office.

Congratulations on embarking on this challenging endeavor!
Best wishes for a successful academic year ahead!

Warm regards,

Patrick Carbon
College Pathway Advisor
pcarbon@belmontcollege.edu

College Credit Plus Overview

Belmont College is proud to partner with over 25 Ohio High Schools to create pathways from high school to college that cultivate young students to earn dual credit (high school & college credit) at the same time.

The purpose of this program is to promote rigorous academic pursuits and to provide a wide variety of options to college-ready students. In most cases, taking college courses during the academic school year from Belmont is free. That means no cost for tuition, books, or fees.

Delivery Options:

- Online
- Face-to-Face Instruction
- Blended Models

Important Information for Parents/Guardians

College Courses Are for College Students:

The student accepts the rights and responsibilities of being a college student. College courses are challenging, faster paced, and require more outside classwork. College classes may discuss adult topics likely not covered in high school classrooms. Parents should consider everything from academic history and motivation to maturity and extracurricular activities when deciding on participating in the College Credit Plus program.

College Credit Plus Courses Become a Permanent Record:

Grades earned in your students' courses will become part of their permanent college transcript. Unsuccessful course attempts and withdrawals could have a negative impact on future college admissions and affect financial aid criteria. Students must strictly adhere to the drop dates for courses and make sure they understand carefully how the college's registration calendar works.

Family Educational Rights and Privacy Act of 1974 (FERPA):

As the parent of a college student, even one who is a minor, your role in your child's education will be different than it has been. Per the U.S. Department of Education, "if a student is attending a postsecondary institution - AT ANY AGE - the rights under FERPA have transferred to the student. Access to a student's Belmont College records by parents or guardians is only permitted when a written release of information is signed in person by the student. Students still maintain rights under FERPA at the high school and may inspect and review records sent by the postsecondary institution to the high school."

For more information please visit: www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html

28 Skills of a Really Ready Student



1 Critical Thinking

Able to apply tools and techniques gleaned from core subjects to formulate and solve novel and complex problems.

2 Communication

Clearly organize their data, findings, and thoughts in both written and oral communication.

3 Growth mindset

Believe that their most basic abilities can be developed through dedication and hard work.

4 Self-Directed

Monitor and direct their own learning and able to take on projects and tasks independently.



5 Social & Emotional Skills

Understand and manage emotions, set and achieve positive goals, feel and show empathy for others.

6 Self-Awareness

Ability to recognize one's own emotions, thoughts, and values and how they influence behavior.

7 Relationship Skills

Ability to establish and maintain healthy and rewarding relationships with diverse individuals and groups.

8 Responsible Decision-Making

Ability to make constructive choices about personal behavior and social interactions.

9 Social-Awareness & Perspective-Taking

Ability to take the perspective of and empathize with others.

10 Self-Management

Ability to regulate one's emotions, thoughts, and behaviors in different situations.

11 Problem-Solving

Effectively solve problems by utilizing and applying appropriate strategies and skills.



12 Reflective

Reflect on their work and seek feedback and constructive critique to improve.

13 Flexible & Adaptable

Comfortable with ambiguity and know how to adjust and manage change.

14 Active Learner

Active participants in their own learning and are constantly trying to explore, apply, practice, and confirm their understanding(s).



28 Skills of a Really Ready Student

15 Nimble
Can navigate and flow between different learning environments with ease.

16 Resourceful
Seeks ideas and help from others, constantly looks to grow their networks, and always wants to find new opportunities and ways to connect with people.

17 Project & Task Management
Able to plan, organize, and manage their own time and projects in order to accomplish academic and personal tasks and goals.

18 Articulate Strengths & Areas of Need
Can identify personal and academic strengths, as well as areas to work on and improve.

19 Life Management
Able to take care of personal wellness and emotional health while continuing to pursue academic goals.

20 Curious & Inquisitive
Asks questions about, investigates, and frequently explores new topics of interest.

21 Digital Citizens
An active and responsible contributor and user of technology, including social media and the internet at large.

22 Innovative & Entrepreneurial
Driven by curiosity, new ideas, and a desire to make a lasting impact and sustainable difference in the way people think, act, or behave.

23 Passionate & Positive
Finds the joy in life and discovers personal interests and passions.

24 Embrace Failure
Realizes that failure is a part of the learning process and find ways to learn from the experience.

25 Analytical & Evaluative
Ability to weigh options and information to make connections, infer meaning, and determine the credibility or validity of a source.

26 Grit & Perseverance
Stays the course toward goals, despite the obstacles or adversity they may encounter.

27 Logic & Reasoning
Uses a rational, systematic series of steps based on information and experiences to determine a solution or conclusion.

28 Cross-Cultural Communication
Appreciation of and the ability to learn from and work with people from diverse linguistic and cultural backgrounds.



Differences Between High School and College

	HIGH SCHOOL	COLLEGE
CLASS TIME	Students typically sit in class for 6 hours per day for 180 days, totaling 1080 hours each school year	Students sit in class 12–15 hours per week, 16 weeks per semester, totaling approximately 480 hours per school (for 2 semesters)
TESTS	Tests are sometimes given weekly or at the end of a chapter, and/or the teacher gives frequent quizzes	Tests are generally fewer in number, 2–3 per semester, covering more material possibly 4–6 chapters per test
STUDY TIME	Required time for homework ranges between 1–3 hours per day	A general rule of thumb suggests 2–3 hours of homework for every hour spent in class, which often means 3–5 hours of homework per day
KNOWLEDGE ACQUISITION	Information is provided mostly through in-class resources such as assigned reading in the classroom discussion. Out-of-class research is minimal	Coursework will generally require more independent thinking, longer writing assignments, and out-of-classroom research
GRADES	Classroom attendance and participation often contribute to a student’s final grade, along with numerous quizzes, tests, and homework assignments	Fewer tests and fewer, if any homework assignments will be used to determine final grades. Attendance may not be required. Extra credit is often NOT offered. You must earn a C or better to maintain satisfactory academic standing. All students must meet the same class
TEACHERS/ PROFESSORS	Teachers often take attendance, may check regularly on your work and provide frequent feedback, put information on the blackboard, and directly impart knowledge and facts. They will often monitor student progress and offer clarification, re-direction, or assistance when you need it	Professors rarely teach from a textbook, often lecture non-stop, and expect students to acquire knowledge and facts from outside reading and research. Students are expected to monitor their own progress and ask for clarification or assistance when they need it
PARENT ROLE	Parents are often strong advocates working closely with teachers and counselors to ensure the student is being supported academically and is as successful as possible	Parent serves more as a mentor and support for the student, the college views the student as an independent decision-maker and is responsible for advocating their own academic success thus impart taking the parent out of the equation

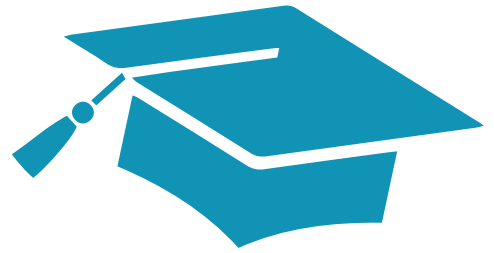
Impact of Student Grades and Decisions to Withdraw

STUDENT SCENARIO	GRADE EARNED	IS BEING AN ECONOMICALLY DISADVANTAGED STUDENT A FACTOR?	HIGH SCHOOL GRADUATION IMPACT	ELIGIBLE TO RETAKE COURSE UNDER CCP	OPTION TO RETAKE THE COLLEGE COURSE	PAYMENT RESPONSIBILITY COURSE	COURSE PAYMENT RESPONSIBILITY IF COURSE IS REPEATED
Student passes course but wants to retake it	"D-" or above grade on college transcript	No	College course grade is applied to high school transcript in satisfaction of graduation requirement in that subject area.	No	If the college's policy allows students to retake a course(s), then the student may choose to do so outside of the College Credit Plus program.	School District	Student/Family at the college's regular tuition rate
Student withdraws before the 15 th day after the college course begins	None	No	Student has not satisfied the intended high school graduation requirement.	Yes	Under College Credit Plus	No payment	School District
Student drops or withdraws after the roster date, 14 th day after the college course began*	None	Yes	Student has not satisfied the intended high school graduation requirement.	Yes	Under College Credit Plus	School District <i>District may seek family reimbursement for tuition amount paid to the college for that student's enrollment in that course only, if the student is not economically disadvantaged pursuant to O.A.C. 3333-1-65.6</i>	School District
Student receives a failing grade in the course	"F" or "E" grade	Yes	A failing grade is applied to student's high school transcript. If the course is retaken, in accordance with the college's policy, then the new grade may be applied to student's high school transcript in satisfaction of graduation requirement in that subject area.	Yes	If the college's policy allows students to retake a previously failed course.	School District <i>District may seek family reimbursement for tuition amount paid to the college for that student's enrollment in that course only, if the student is not economically disadvantaged pursuant to O.A.C. 3333-1-65.6</i>	School District

A College Credit Plus program participant is not eligible to receive a "no grade" course outcome, except for a "W" indicating the student withdrew from the course.



High School Graduation Course Substitution Crosswalk



This information includes general guidelines about college courses that can be substitutions for high school requirements. The list does not include all possible examples of courses. All course substitutions must be nonremedial and nonsectarian. Students must earn passing grades in the courses. The required credits noted within this document are the minimum required for high school graduation. Some school districts might have additional credit requirements for graduation. This document describes **College Credit Plus** as one option for satisfying high school graduation requirements; refer to Ohio Department of Education (ODE) **guidance** for other options (e.g., credit flex, physical education waiver). *Note: All honors diploma questions should be addressed by reviewing the ODE website or contacting the appropriate ODE staff.*

English Language Arts	10
Health	11
Mathematics	12
Physical Education	13
Science	14
Social Studies	15
Electives	16
Financial Literacy	18
Cardiopulmonary Resuscitation & Automated External Defibrillator	19

English Language Arts

High School Requirement: English Language Arts (4 high school credits)

CCP Example Course Substitutions

Subject area course substitutions include, but may not be limited to, college-level courses in:

- Literature
- Composition
- Journalism
- Speech
- Applied Communication

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (05xxxx).

Grade Weighting Information

The subject area for these courses is English language arts. If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Refer to the guidance document, *Weighting College Credit Plus Courses – Q&A*, for additional details.

Graduation Requirement Connection

Classes of 2021 or 2022

Students must earn a minimum of four points on English Language Arts (ELA) state tests.

- Students must earn at least 18 points on 7 end of course (EOC) state tests, of which 2 are within ELA: English I and English II
- Students may use English language arts CCP courses to satisfy the curriculum requirements but schools must administer the EOC tests to students to earn graduation points and to satisfy testing requirements of state and federal law.

(Schools must administer state tests and students are expected to take them. If a student does not participate in state testing, there may be consequences for the student, the student's teacher, and the school and district. In particular, students at eSchools who do not participate in state testing in the spring for any required assessment for two consecutive years will be unenrolled in the school of attendance. (See Ohio Department of Education website for additional testing details.)

Classes of 2023 and beyond

Students must earn a minimum of 4 credits in ELA.

Students must earn a passing (competency) score on English II EOC test.

Competency Alternative

For students who did not earn the minimum score on the English II tests (after retaking at least one time), the student can earn credit for one college-level English course in College Credit Plus.

Health

High School Requirement: Health (1/2 high school credit)

CCP Example Course Substitutions

Subject area course substitutions include, but may not be limited to, college-level courses in health. *(Medical terminology courses typically are not allowable as a health requirement substitute.)*

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (26xxxx).

Grade Weighting Information

The subject area for these courses is health. If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Refer to the guidance document, Weighting College Credit Plus Courses – Q&A, for additional details.

Graduation Requirement Connection

Students must earn ½ high school credit in a health course. Health courses should include:

- Nutrition
- Alcohol/Tobacco substance abuse
- Sexually transmitted infections
- Dating violence prevention/Healthy relationships
- Safety and assault prevention
- Opioid use/abuse
- Anatomical Gifts/organ donation



Mathematics

High School Requirement: Mathematics (4 high school credits)

CCP Example Course Substitutions

Subject area course substitutions include, but may not be limited to, college-level courses in:

→ Mathematics

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (11xxxx).

Grade Weighting Information

The subject area for these courses is mathematics. If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Refer to the guidance document, Weighting College Credit Plus Courses – Q&A, for additional details.

Graduation Requirement Connection

Classes of 2021 or 2022

Students must earn a minimum of four points in Math on state tests. Earn at least 18 points on 7 EOC state tests, of which 2 are within mathematics:

- Algebra I or Integrated Math I
- Geometry or Integrated Math II

Students must earn one unit of Algebra II or the equivalent of Algebra II. Any college-level (nonremedial) course will be considered the equivalent of Algebra II. Courses such as “business mathematics” typically are not considered equivalent.

Students may use math CCP courses to satisfy the curriculum requirements but schools must administer the EOC tests (in Algebra I or Integrated Math I and Geometry or Integrated Math II) to students to earn graduation points and to satisfy testing requirements of state and federal law.

State law allows for the substitution of an advanced computer science course for Algebra II. A student should be aware that a computer science course is not necessarily preparing the student for a mathematics degree pathway in college and remedial coursework may be needed depending on assessment results. Some institutions may require Algebra II for college admission. If a student takes a College Credit Plus course in advanced computer science, the course must meet the Computer Science Standards. Seek guidance about NCAA division requirements from school’s athletic director, OHSAA, or NCAA.



Classes of 2023 and beyond

Students must earn a minimum of 4 credits in math.

Students must earn a passing (competency) score on the mathematics EOC test.

Competency Alternative

For students who did not earn the minimum score on the math tests (after retaking at least one time), the student can earn credit for one college-level mathematics course in College Credit Plus.

Physical Education

High School Requirement: Physical Education (1/2 high school credit)

CCP Example Course Substitutions

Not applicable

Grade Weighting Information

Pursuant to Ohio Administrative Code 3333-1-65.12, physical education courses are no longer permitted as part of the College Credit Plus program (effective February 15, 2018). Secondary school and college representatives should read the entire rule for all Course Eligibility details.

Refer to the guidance document, [Weighting College Credit Plus Courses – Q&A](#), for additional details.

Graduation Requirement Connection

Not applicable

Science

High School Requirement: Science (3 high school credits)

CCP Example Course Substitutions

Subject area course substitutions include, but may not be limited to, college-level courses in:

→ Science

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (13xxxx).

Grade Weighting Information

The subject area for these courses is science. If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Refer to the guidance document, [Weighting College Credit Plus Courses – Q&A](#), for additional details.

Graduation Requirement Connection

Classes of 2021 and beyond

Students must earn:

1. one unit of a physical science,
2. one unit of a life science and
3. one unit of an advanced study ^{2,3} in one or more of the following sciences:
 - chemistry, physics or other physical science;
 - advanced biology or other life science;
 - astronomy, physical geology or other earth or space science

² *A CCP science course will satisfy the advanced study requirement.*

³ *An advanced computer science course may satisfy an advanced study science requirement; however, this does not include a substitution for biology or life science.*

Schools must administer the biology EOC test to all students in order to satisfy federal testing requirements. CCP students may use their course grades and AP/IB students may use their test scores OR the biology end-of-course test score to earn graduation points, whichever is higher.

Advanced science refers to courses that are inquiry based with laboratory experiences. They must align with the grades 11/12 standards (or above) or with an Advanced Placement science course or entry-level college course (clearly preparing students for a college freshman-level science class, such as anatomy, botany or astronomy). Students can meet the science criterion for the STEM Honors Diploma through successful completion of coursework that contains content equivalent to five units, with two of the five units being in advanced science.

Any college-level science course as listed in #1-3 above in which a student earns a B or higher college grade can be used for the Science Seal.

Social Studies

High School Requirement: Social Studies (3 high school credits)

CCP Example Course Substitutions

Subject area course substitutions include, but may not be limited to, college-level social science courses in:

- Anthropology
- Economics
- Financial Literacy
- American History ²
- World History And Civilizations
- Sociology
- Macroeconomics
- Geography
- American Government ¹
- Government And Economics
- Integrated History
- Psychology
- European History
- Microeconomics

¹American Government substitutions must include the study of the American political system.

²American History substitutions must include the study of history of the Americas or western civilization and must include U.S. History).

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (15xxxx).

Grade Weighting Information

The subject area for these courses is social studies/social science. If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Refer to the guidance document, *Weighting College Credit Plus Courses – Q&A*, for additional details.

Graduation Requirement Connection

Classes of 2021 and beyond

Students completing CCP courses in American history and/or American government will not need to sit for the EOC tests in the subject area and may earn graduation points based on the letter grade in the course. A college-level American history course and American government course in which a student earns a B or higher college grade can qualify for the Citizenship Seal.

For the class of 2021, students must earn one-half credit in world history and civilizations (in addition to American history and American government). World History substitutions must be history courses that include the study of multiple civilizations outside the U.S. with an element of historical examination. Human geography, world issues, world history and other world studies courses may meet the requirement.

Electives

High School Requirement: Electives (5 high school credits)

CCP Example Course Substitutions

Fine Arts

Courses include, but are not limited to:

- Drama/Theater
- Dance
- Visual Art
- Music

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (0803xx, 050xxx, 12xxxx, 02xxxx).

CCP Example Course Substitutions

Foreign Language

Courses include, but are not limited to:

- any Foreign Language course
- American Sign Language

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (06xxxx).

Humanities

Courses include, but are not limited to:

- Western Culture
- World Mythology
- Arts
- Foreign Language
- Philosophy
- Social Movements
- Religion ¹

¹Religion courses that are survey courses typically are allowable; however, courses that indoctrinate or inculcate are not allowable. Contact ccp@highered.ohio.gov to request a review of a course.

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes (31xxxx).

Grade Weighting Information

The subject area within “electives” will vary depending on the subject matter. The subject matter examples include, but are not limited to, foreign language, fine arts, business, career technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social studies courses (not otherwise required). Weighting should occur within the specific subject area.

Example: If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in a foreign language (including American Sign Language), then any college foreign language course must be weighted in the same manner.

Refer to the guidance document, [Weighting College Credit Plus Courses – Q&A](#), for additional details.

Graduation Requirement Connection

Classes of 2021 and beyond

Students must earn credit in one or any combination of foreign language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social studies courses not otherwise required.

Students must complete at least two semesters of fine arts taken at any time in grades 7 through 12.

College-level courses in which a student earns a B or higher college grade could be used in some meaningful way for the Technology Seal, the Industry-Recognized Credential Seal, locally defined seals (as determined by local policy), and Seal of Biliteracy.

Financial Literacy

High School Requirement: Financial Literacy

CCP Example Course Substitutions

Subject area course substitutions include, but may not be limited to, college-level courses which include the concepts of economics and financial literacy in:

- Economics
- Finance
- Social Science
- Humanities

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes.

Grade Weighting Information

The subject area within “financial literacy” will vary depending on the subject matter.

If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Graduation Requirement Connection

Classes of 2021 and beyond

All students must receive instruction in economics and financial literacy during grades 9-12. Districts must verify that students have received these concepts in a specific course or the district may provide the concepts in an alternative format.

Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED)

High School Requirement: Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED)

CCP Example Course Substitutions

Subject area course substitutions include:

- CPR
- AED

For more information about course subject codes for substitution courses, see the ODE EMIS Manual Section 4.7: Subject Codes.

Grade Weighting Information

The subject area for these courses is CPR/AED. If the secondary school uses a weighted grading scale for a secondary school AP, IB, or honors course in this subject area, then any college course in this subject area must be weighted in the same manner.

Graduation Requirement Connection

Classes of 2021 and beyond

Schools must provide training for students in CPR and AED (beginning in 2017-2018).

Middle School Student Participation

This information includes general guidelines about college courses that can be substitutions for middle school and high school requirements. The list does not include all possible examples of courses. All course substitutions must be nonremedial and nonreligious. Students must earn passing grades in the courses. The required credits noted within this document are the minimum required for high school graduation. Some school districts might have additional credit requirements for graduation. This document describes College Credit Plus as one option for satisfying high school graduation requirements; refer to Ohio Department of Education guidance for other options (e.g., credit flex, physical education waiver).



Students who enroll in College Credit Plus courses are earning high school and college credit. Students do not need to take a middle school course in the same subject for which they are enrolled in College Credit Plus.

Calculation of Maximum Credits Annually

A student is limited to a maximum of 30 credits annually and 120 credits through the twelfth grade. In order to determine the number of credits a student can take in a year, the secondary school must calculate the number of course credits that are for middle and high school credit only and multiply that by 3. That number is then subtracted from the 30 hours. The result is the maximum number of credit hours a student can take in the College Credit Plus program.

$$30 - (\text{secondary school only credits} \times 3) = \text{Maximum number of College Credit Plus credit hours}$$

English Language Arts	21
Mathematics	22
Science	23
Social Studies	24

English Language Arts

CCP Example Course Substitutions

- Literature
- Composition
- Journalism
- Applied Communication
- Speech

Middle School Assessment Requirements

A middle school student should take the assessment test that best matches the English language arts college credit earned. If a seventh or eighth grade student takes a College Credit Plus course in English, the student should take the appropriate English end of course (EOC) test and is exempt from taking the seventh or eighth grade English test. Schools should administer any state end of course test associated with a tested course at the conclusion of the course or at the completion of the learning expectations.

Schools must administer state tests and students are expected to take them. If a student does not participate in state testing, there may be consequences for the student, the student's teacher, and the school and district. In particular, students at eSchools who do not participate in state testing in the spring for any required assessment for two consecutive years will be unenrolled in the school of attendance. (See Ohio Department of Education website for additional testing details.)

Graduation Requirements

Students may use English language arts CCP/Advanced Placement (AP)/International Baccalaureate (IB) courses to satisfy the course requirements but schools must administer the end of course (EOC) tests to students to earn graduation points and to satisfy testing requirements of state and federal law.

Mathematics

CCP Example Course Substitutions

→ any Math courses

Middle School Assessment Requirements

A middle school student should take the assessment test that best matches the mathematics college credit earned. If a seventh or eighth grade student takes a College Credit Plus course in mathematics, the student should take the appropriate math EOC test and is exempt from taking the seventh or eighth grade math test. Schools should administer any state end of course test associated with a tested course at the conclusion of the course or at the completion of the learning expectations.

Schools must administer state tests and students are expected to take them. If a student does not participate in state testing, there may be consequences for the student, the student's teacher, and the school and district. In particular, students at eSchools who do not participate in state testing in the spring for any required assessment for two consecutive years will be unenrolled in the school of attendance. (See Ohio Department of Education website for additional testing details.)

Graduation Requirements

Students must earn one unit of Algebra II or the equivalent of Algebra II.

State law allows for the substitution of an advanced computer science course for Algebra II. A student should be aware that a computer science course is not necessarily preparing the student for a mathematics degree pathway in college and remedial coursework may be needed depending on assessment results. Some institutions may require Algebra II for college admission. If a student takes a College Credit Plus course in advanced computer science, the course must meet the Computer Science Standards. Seek guidance about NCAA division requirements from school's athletic director, OHSAA, or NCAA.

Students may use math CCP/AP/IB courses to satisfy the course requirements but schools must administer the EOC tests (in Algebra I or Integrated Math I and Geometry or Integrated Math II) to students to earn graduation points and to satisfy testing requirements of state and federal law.

Science

CCP Example Course Substitutions

→ any Science courses

Middle School Assessment Requirements

If a seventh grade student takes a high school biology course or a College Credit Plus biology course, then the district should administer the biology EOC which will exempt the student from taking the eighth grade science test. If an eighth grade student is taking a college science course, but it is not a biology substitution, then the student should take the eighth grade science test. Schools should administer any state end of course test associated with a tested course at the conclusion of the course or at the completion of the learning expectations. If a student has not taken a biology course by the eighth grade, then the student must take the biology EOC in high school.

Schools must administer state tests and students are expected to take them. If a student does not participate in state testing, there may be consequences for the student, the student's teacher, and the school and district. In particular, students at eSchools who do not participate in state testing in the spring for any required assessment for two consecutive years will be unenrolled in the school of attendance. (See Ohio Department of Education website for additional testing details.)

Graduation Requirements

Students must earn:

1. one unit of a physical science,
2. one unit of a life science and
3. one unit of an advanced study^{3,4} in one or more of the following sciences:
 - chemistry, physics or other physical science;
 - advanced biology or other life science;
 - astronomy, physical geology or other earth or space science:

³A CCP science course will satisfy the advanced study requirement.

⁴An advanced computer science course may satisfy an advanced study science requirement; however, this does not include a substitution for biology or life science.

Schools must administer the biology EOC test to all students at some point in order to satisfy federal testing requirements. CCP students may use their course grades and AP/IB students may use their test scores OR the biology end-of-course test score to earn graduation points, whichever is higher.

Social Studies

CCP Example Course Substitutions

- Social Science
- Humanities
- Psychology
- Western Civilization
- Political Science

American History substitutions must include the study of history of the Americas or western civilization and must include U.S. History specifically.

American Government substitutions must include the study of the American political system.

Middle School Assessment Requirements

There are no assessment requirements for seventh or eighth grade students in social studies. Students who successfully complete College Credit Plus courses in U.S. History or Government have satisfied assessment requirements for high school graduation. Refer to the ODE webpage for information about graduation points for these courses.

Graduation Requirements

For the class of 2019, students must earn credits in American history and American government (one-half credit each).

Students completing CCP courses in American History or American Government will not need to sit for the EOC tests in the subject area and may earn graduation points based on the letter grade in the course.

For the class of 2021, students must earn one-half credit in world history and civilizations (in addition to American history and American government). World History substitutions must be history courses that include the study of multiple civilizations outside the U.S. with an element of historical examination. Human geography, world issues, world history and other world studies courses may meet the requirement.

Associate of Arts for Transfer (AA-General) Sample Pathways

Sample 15 – Credit Hour Pathway

COURSE #	COURSE NAME	CREDITS	Total Credit Hours: 16
ENG1110	English Composition I	3	
MAT1130	College Algebra	4	
COM1115	Speech	3	
PSY1120	General Psychology	3	
ENG1120	English Composition II	3	

Sample 30 – Credit Hour Pathway

COURSE #	COURSE NAME	CREDITS	Total Credit Hours: 30
ENG1110	English Composition I	3	
MAT1130	College Algebra	4	
COM1115	Speech	3	
BIO1130	Introduction to Biology I	4	
PSY1120	General Psychology	3	
ENG1120	English Composition II	3	
ENG2105	Introduction to Literature	3	
BIO1132	Introduction to Biology II	4	
SOC1110	Sociology	3	

Recommended Courses Based on Course Transfer

- ART2110 Global Traditions in Art History
- BIO1130 Introduction to Biology I
- BIO1132 Introduction to Biology II
- BIO2110 Anatomy & Physiology I
- BIO2112 Anatomy & Physiology II
- COM1115 Speech
- ECN1110 Macroeconomics
- ECN1120 Microeconomics
- ENG1110 Composition I
- ENG1120 Composition II
- ENG2105 Introduction to Literature
- ENG2110 British Literature I
- ENG2112 British Literature II
- ENG2120 American Literature I
- ENG2122 American Literature II
- HIS1110 Western Civilization I
- HIS1112 Western Civilization II
- HIS2110 American History I
- HIS2112 American History II
- MAT1120 Statistics
- MAT1130 College Algebra
- MAT1140 Trigonometry
- MAT2120 Calculus I
- PHL2120 Philosophy
- PHL2130 Ethics
- POL2110 American National Government
- PSY1120 General Psychology
- SOC1110 Sociology

Courses are not limited to this list. This list is based on the Ohio Transfer Module and Transfer Assurance Guide approved courses.



For more information on courses for transfer,
please contact one of our College Pathway Advisors:

Patrick Carbon
740.314.0157
pcarbon@belmontcollege.edu

CCP Eligibility, Admissions Requirements, & Student Registration

Public School Students

To participate, you must submit a **Letter of Intent** to your school Counselor by **April 1**. Contact your school Counselor to find out how they handle this process.

Non-Public and Homeschool Students

To participate, you must notify the state through your **SAFE account** and apply for **College Credit Plus Funding** before **April 1**.

Students who are seeking admission into the College Credit Plus program must demonstrate college readiness by meeting Belmont College's admission standards and state remediation-free standards of Ohio. Belmont College determines college readiness in part by using ACT, SAT, or ACCUPLACER scores.

Benchmark Scores

READINESS AREA	ACT	SAT	NextGeneration ACCUPLACER
ENGLISH SUB SCORE	18	Evidence-Based Reading and Writing 480 (Combined)	263 or above
READING SUB SCORE	22	Evidence-Based Reading and Writing 480 (Combined)	250 or above
MATHEMATICS SUB SCORE	22	530	263 (QAS) 263 (AAF)

Students without an ACT or SAT score are required to take the ACCUPLACER placement test to determine college readiness.

- Apply online at www.belmontcollege.edu
- Submit CCP Permission Form signed by the Student & Parent as well as requesting a HS Transcript to be sent to the College.
- Students may also be admitted based on a review of high school GPA, ACT, SAT, or ACCUPLACER scores.

CCP Eligibility, Admissions Requirements, & Student Registration

Priority Deadlines: Belmont College Summer Semester 2025

APPLICATION, TRANSCRIPT, & PERMISSION FORM	ASSESSMENT SCORES	SCHEDULING
MAY 9	MAY 16	MAY 23

Priority Deadlines: Belmont College Fall Semester 2025

APPLICATION, TRANSCRIPT, & PERMISSION FORM	ASSESSMENT SCORES	SCHEDULING
JUNE 27	JULY 25	AUGUST 9

Priority Deadlines: Belmont College Spring Semester 2026

APPLICATION, TRANSCRIPT, & PERMISSION FORM	ASSESSMENT SCORES	SCHEDULING
SEPTEMBER 26	DECEMBER 19	JANUARY 9

Tips for Students Completing the Online Application for CCP



→ The student must be sure they know their social security number!

→ The student must have an active email address of their own. Students are required to submit their applications using a valid personal email address that is not affiliated with their high school or parents.

→ Use proper case for all information (do not use ALL CAPS or all lower case).

→ If the student is female, choose **Exempt** in Selective Service field.
If the student is a male, choose **Male Under 18**.

→ Choose **College Credit Plus - Advanced Placement for the Program of Interest** in the Program field.
(This should already be done for the student.)

→ Click the box under academic information acknowledging that as the student you are ready to meet the demands of CCP.

→ Education History: Graduation date should be inserted as 05/30/20XX
(year the student plans to graduate high school).



→ Under review and submit: Please enter the personal email address you used to apply and click submit application.

→ If there are any errors they will appear at the top of the application, please review (READ CAREFULLY) and make all necessary changes.



→ Please provide your personal email address again and resubmit your CCP application.

Individualized Education Program (IEP)

Students are responsible for notifying the College regarding any disabilities for which they may need special services. Students need to plan to meet with the Director of Accessibility Services. The Director will assist students in resolving immediate issues, help with academic concerns, and attempt to answer student questions. Pertinent documentation from a medical professional, psychiatrist, or psychologist must be provided to the Director of Accessibility Services. An IEP, 504, and/or Educational Psych Evaluation is considered acceptable documentation. Please keep in mind that 504 plans are for high school use, so accommodations in a college course will be within reason and may look a little different. After pertinent documentation is received a Letter of Accommodations will be developed and sent directly to the student's Belmont College student account.

If a student needs accommodations when taking the ACCUPLACER, arrangements need to be made in advance. We will work with staff at the high school to ensure the student receives adequate assistance. Students with an IEP who are enrolled in a CCP course on their high school campus will work with the high school representative to determine services needed. Students enrolled in a CCP course at the college campus will work with the Office of Accessibility Services to determine what accommodations the student will need for the course.

Course Enrollment

For CCP students, when choosing which courses to take, students need to consider both the courses required by their secondary schools for high school graduation and the courses the student wishes to take based on the major they plan to pursue after high school graduation. Students must work with their school counselor to determine courses needed for high school graduation and the appropriate Belmont College advisor to discuss courses that will apply to their future college major.

Academic Advising

High School

For advising related to high school policies and procedures, to include high school graduation requirements, CCP students must contact their high school counselor first.

College

For advising related to college policies and procedures CCP students should contact:

Patrick Carbon

pcarbon@belmontcollege.edu

740.314.0157

On Campus/Online Scheduling

- If a CCP eligible student plans to take coursework at a Belmont College site or online, the student will need to complete the Schedule Request Form.
- The form must be completed in its entirety before submitting it to a College Credit Plus Advisor. Course selection on the first page and approval signatures on the second page should be done prior to making an appointment for scheduling.
- If a CCP eligible student plans to enroll, the student will need to complete the College Credit Plus Permission Form.
- Upon completion students may turn their Schedule Request Form into their high school counselor, email the form to the College Pathway Advisor, or they can schedule an appointment to meet with the College Pathway Advisor directly to schedule courses by using the scheduling link on the CCP webpage.

High School Campus Enrollment

- A student must check with their school counselor to see if Belmont College offers CCP courses at their high school campus.
- If there are Belmont College CCP offerings at their high school campus the student must let the school counselor know of their interest to enroll in the course
- If a CCP eligible student plans to enroll, the student will need to complete the College Credit Plus Permission Form.
- Belmont College staff will work directly with the high school counselor to enroll students in courses offered on their high school campus based on rosters provided by the high school counselor, therefore it is important the student makes their school counselor aware of their intention to enroll in the CCP course at their high school (DO NOT CONTACT THE COLLEGE) to enroll in a course offered on the high school campus.

Official Transcript Request

CCP students must obtain their Official College Transcript directly from the Student Records Office 740.695.8514. Due to the FERPA Act, only the student can make a formal request to obtain their official transcript. All official transcript orders can be submitted through the **National Student Clearinghouse**. Enter Belmont College as the school you attend/attended. There is a \$10.00 fee* for all official transcripts. **Please DO NOT OPEN the transcript. All transcripts are considered unofficial if opened by any other person other than a college admissions representative.**



CCP Student Resources

CCP students are entitled to the same services available to all Belmont College students including Free Tutoring for any college course. The student must contact the **Student Success Center** at 740.699.3828.

Academic Honors

Dean's List

In order to be eligible for the Dean's List at Belmont College, students must complete 12 credit hours of coursework in term, achieve a term GPA of 3.75 or greater, and maintain a cumulative GPA of 2.00 or greater. No student with a letter grade of "D" or "F" as part of the end of the term is considered for Dean's List. Student's completing the term with an "I" must have the "I" converted to a grade within the first 7 days of the next term to be eligible for the Dean's List.

Phi Theta Kappa Honor Society

Phi Theta Kappa is an international honor society, the purpose of which is to promote scholarship, leadership, fellowship, and service among qualified students. Beta Theta Mu, Belmont's chapter of Phi Theta Kappa (PTK). Induction into PTK, one of the most prestigious international honor societies in the country, recognizes academic achievement of students at two-year colleges. To join, a full- or part-time student must maintain a GPA of 3.5 or higher and accumulate at least 12 credit hours toward transfer or an associate degree. Membership is by invitation only and is open to both men and women.

High School Partnerships

Barnesville

Beallsville

Bellaire

Belmont Career Center

Bridgeport

Buckeye Local

Caldwell

Champion

East Richland Christian

Edison

Harrison Hills

Howland

Hubbard

Indian Creek

Jackson Milton

Jefferson JVS

Liberty

Martins Ferry

Monroe Central

Newton Falls

River

Shadyside

Shenandoah

St. Clairsville

Steubenville

Swiss Hills Career Center

Toronto

Union Local

Wellsville



BELMONT
COLLEGE

68094 Hammond Road | St. Clairsville, Ohio 43950
tel: 740 695 9500 | fax: 740 695 4919 | belmontcollege.edu