

2020-2021

# ***EARLY COLLEGE PROGRAM***

**Student Guide**



**Idaho State University**

[isu.edu/ecp](https://isu.edu/ecp)

# WELCOME

Welcome to the Early College Program at Idaho State University!

We are thrilled you have made the decision to begin taking college courses in high school and we are here to help guide you on a purposeful path! Our program began in 1994 with a few courses available in two high schools. Today we have over 71 courses available in 43 high schools across the state of Idaho. While the majority of our courses are available in the high school, we also do provide opportunities for students to take classes on our Pocatello and Idaho Falls' campuses. The courses taken now while in high school can matriculate to an Associates Degree or Bachelors Degree. It is our goal to make sure you have the help you need to be successful! Please do not hesitate to contact us if you have any questions or need assistance. Best wishes for a great academic year!

Chelsie Rauh  
Early College Program Director





## The Early College Program

Idaho State University's Early College Program is designed for students who want to get a jump start on their college education while still attending high school. Student participants must be 16 years old and have a 2.7 unweighted GPA or receive special permission from a school official.

## Cost Savings

Students enrolled in dual credit courses can take advantage of learning college processes and procedures, acclimating themselves to college and course rigor, as well as saving themselves time and money. Dual credits taken in high school or on an ISU campus are \$75/credit compared to a part-time rate of \$402/credit. The average student in the Early College Program will complete 15 college credits, equal to one college semester with a cost savings of approximately \$4,905.

Participating High Schools and Courses found at [isu.edu/ecp](https://isu.edu/ecp)



The Early College Program is **1 of 112** nationally accredited programs.



# REGISTRATION

Students wishing to take dual credit courses through ISU must be registered in both the high school and college course. Students may enroll in up to 18 credits per semester. Students are admitted to the Early College Program after completing a one-time online application and permission form. In order to be fully registered with ISU, a student must complete the following 5-step registration process.

## 5 Step Registration Process

- ☐ Complete Early College Program application: [apply.isu.edu](https://apply.isu.edu)
- ☐ Submit completed consent form to the ECP office
- ☐ Obtain Username and Password for BengalWeb
- ☐ Register through BengalWeb: [bengalweb.isu.edu](https://bengalweb.isu.edu) by appropriate deadline
- ☐ Apply for Advanced Opportunities funding at [advancedops.sde.idaho.gov](https://advancedops.sde.idaho.gov) by the appropriate deadline

## Application Deadlines

Fall Semester, First Trimester and Year Long Courses – 9/18/20

Second Trimester – 12/11/2020

Spring Semester – 2/12/2021

Third Trimester – 3/12/2021

## Registration Deadlines

Fall Semester, First Trimester and Year Long Courses – 9/25/2020

Second Trimester – 12/18/2020

Spring Semester – 2/19/2021

Third Trimester – 3/19/2021



Pre-Requisite Placement Scores

Qualified students are eligible to enroll in courses for which they have completed the prerequisite course or have passing placement test scores (SAT, ACT or ALEKS). Dual credit courses that require placement test scores are English, math, and science. Students cannot register for courses until passing scores have been submitted to ISU. See chart below for required placement score.

| COURSE     | ACT SCORE       | SAT SCORE - NEW          | ALEKS SCORE   |
|------------|-----------------|--------------------------|---------------|
| BIOL 1101  | 17 (Math)       | 460 (Math)               | 30-45 (Math)  |
| CHEM 1101  | 23 (Math)       | 560 (Math)               | 46-60 (Math)  |
| ENGL 1101* | 18-24 (English) | 26-31 (Writing/Language) | NA            |
| ENGL 1102  | 25-30 (English) | 32-40 (Writing/Language) | NA            |
| MATH 1143  | 23 (Math)       | 560 (Math)               | 46-60 (Math)  |
| MATH 1144  | 27 (Math)       | 640 (Math)               | 61-76 (Math)  |
| MATH 1147  | 23 (Math)       | 560 (Math)               | 50-60 (Math)  |
| MATH 1153  | 23 (Math)       | 560 (Math)               | 46-60 (Math)  |
| MATH 1170  | 29 (Math)       | 680 (Math)               | 76-100 (Math) |
| PHYS 1111  | 27 (Math)       | 640 (Math)               | 61-75 (Math)  |

\* May also place with a 2.5 unweighted high school GPA

# ON CAMPUS

Students who have been admitted to the Early College Program have the option to take courses on an ISU campus. Students need to meet all course prerequisites, pay on-campus registration and other class fees, and purchase required textbooks. In order to register for an on-campus course, the student will need to submit Early College Program on-campus registration and liability waiver forms at least two weeks before the start of the course. Forms can be found on our website at [www.isu.edu/ecp](http://www.isu.edu/ecp).

## ISU Grading

ISU uses a graduated letter grading system with the four (4) point maximum grading scale to indicate the instructor's evaluation of a student's performance. The grades of A+, F+ and F- are not used. A student's work is rated in accordance with the following definitions:

|           |                            |           |                                                                 |
|-----------|----------------------------|-----------|-----------------------------------------------------------------|
| <b>A</b>  | 4.00 excellent performance | <b>D+</b> | 1.30 marginal performance                                       |
| <b>A-</b> | 3.70 excellent performance | <b>D</b>  | 1.00 marginal performance                                       |
| <b>B+</b> | 3.30 good performance      | <b>D-</b> | 0.70 marginal performance                                       |
| <b>B</b>  | 3.00 good performance      | <b>F</b>  | 0.00 unacceptable performance                                   |
| <b>B-</b> | 2.70 good performance      | <b>X</b>  | 0.00 Stopped Attending                                          |
| <b>C+</b> | 2.30 adequate performance  | <b>I</b>  | Incomplete - a contract between student and teacher is required |
| <b>C</b>  | 2.00 adequate performance  | <b>W</b>  | Withdrawal                                                      |
| <b>C-</b> | 1.70 adequate performance  |           |                                                                 |

Please refer to the current ISU course catalog for additional information on grading policies.



## Academic Tools Tab

Register for a new course, confirm registration, drop or withdraw from a course, or request a official transcript. Student can also view previous course work by searching their unofficial transcripts.

## Drop / Withdrawal

If a course is dropped before the deadline, payment is no longer required, and the course does not appear on the student's transcript. Students electing to opt out of a course after the drop deadline and prior to the withdrawal deadline will receive a "W" grade on their transcript, which does not factor into their GPA. Please note that students will still be required to pay for the course. If a student transfers out of the high school course before the end of the semester/trimester and is registered for dual credit, they also need to withdraw from the college course.

## Finance Tab

Access your account and pay fees. Payment can be made via an online check or a credit/debit card for courses and fees not covered by Advanced Opportunities funding. Please be aware that payments with a card are charged a 2.75 percent convenience fee. If you are unsure if your Advanced Opportunities funding has been requested, please login to the AO Portal for confirmation. Please note, funding is not applied to student accounts until December (fall courses), June (spring courses) and October (summer courses.)

## How to Get a Bengal Card

A Bengal Card is the student's ISU identification card and is used to gain access to eligible student benefits. Bengal Cards are free for registered students and can be obtained at the Student Union Connections desks in Pocatello, Idaho Falls, and Meridian, or by sending a yearbook picture and student ID number to [photoid@isu.edu](mailto:photoid@isu.edu).





# ADVANCED OPPORTUNITIES

## Fast Forward

Students in grades 7-12 attending a public school in Idaho have an allocation of \$4,125 to use toward the cost of: Dual Credits, Exams, Overload Courses.

## Dual Credits

Dual credit courses are courses that are transcribed on both a student's high school and official college transcript. Through the Fast Forward program, students can request up to \$75 per credit for such courses.

## Advising

Proper advising is key to navigating the Advanced Opportunities program. Making connections with the school counselor, college and career advisor, and/or college advisors can go a long way. Students who use Fast Forward funds to earn more than 15 dual credits must receive advising from the school or college on how the credits will translate into their post-high school aspirations and fit into their program of study.

## Exams

Students can use Fast Forward funds to cover the full cost of the following exams: Advanced Placement (AP), International Baccalaureate (IB), College Level Examination Program (CLEP), Professional Certification.

Funding Opportunities can be found at [sde.idaho.gov/student-engagement/advanced-ops](https://sde.idaho.gov/student-engagement/advanced-ops)

## How to Sign Up

Create a Fast Forward account at [advancedops.sde.idaho.gov](https://advancedops.sde.idaho.gov) to track account balance and request funding. Contact your school's Advanced Opportunities designee to learn about local guidelines and funding request.

**Note:** Account verification and funding approvals are done by your local school district.

# RIGHTS & RESPONSIBILITIES

- Students must register for their courses by the appropriate deadline through BengalWeb to receive college credit.
- Idaho State University's Early College Program does NOT drop students for non-payment. Once registered, payment is due.
- Students must apply for Fast Forward funding by the appropriate deadline through the Advanced Opportunities portal at [advancedops.sde.idaho.gov](https://advancedops.sde.idaho.gov) or through their high school counselor.
- Please pay for courses not covered by Advanced Opportunities through the Finance Tab in BengalWeb.
- It is the student's responsibility to inform their instructor if accommodations are needed. Contact Disability Services at (208) 282-3599 for assistance.
- For every 1 college credit hour registered, it is recommended students study 2-3 hours/week outside of class.
- Students should check their ISU email through BengalWeb regularly for announcements.
- If a student transfers out of the high school course before the end of the semester/trimester and is registered for dual credit, they also need to withdraw from the college course through BengalWeb.

## Academic Integrity

Academic integrity is expected of all students. Academic dishonesty, including cheating and plagiarism, is unacceptable. For more information on ISU's Academic Integrity and Dishonesty Policy please see the current ISU course catalog. CHEATING is using or attempting to use materials, information or study aids that are not permitted by the instructor in examinations or other academic work. PLAGIARISM is representing another person's words, ideas, data or work as one's own.

## Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) grants privacy rights to any student enrolled in a college-level course. ISU shall obtain written consent from students before disclosing any non-directory information from their educational records. Students wishing to restrict release of directory information should submit a Non-Disclosure Declaration. For additional information please visit student resources at [isu.edu/registrar](https://isu.edu/registrar).



## Advising Services

Students are strongly encouraged to receive advising prior to registering for courses. Students can receive advising through the Early College Program and also through Central Academic Advising on ISU's campus as well as through the high school with school counselors and College and Career Advisors.

## Tutoring Services

Students have access to content tutoring through the Student Success Center on ISU's campus.





## Becoming a Bengal

Students wishing to attend ISU after completing high school must submit the following items:

- Complete freshman undergraduate application [isu.edu/apply](http://isu.edu/apply)
- Official high school transcript
- ACT or SAT scores
- Apply before February 15th for scholarships

## Scholarships

Students can search for specific scholarships through our Bengal Online Scholarship System (BOSS). These scholarships are available for degree seeking students, after high school graduation. BOSS can be accessed at [isu.edu/scholar](http://isu.edu/scholar).

## Campus Life

The Campus Life tab in BengalWeb contains information about the benefits students receive as an Early College student. With a Bengal Card, students qualify for free or reduced costs at the Oboler Library, Reed Gym, the Student Recreation Center, outdoor equipment rentals, testing and tutoring services, musical and theater performances and some athletic events. Early College students also have access to a personal Gmail account provided by the University, which is accessible through BengalWeb.



## Impact On Future Financial Aid

Federal regulations mandate that a student receiving financial assistance under Title IV programs must maintain satisfactory academic progress in students course of study regardless of whether or not financial aid is awarded each semester. This policy includes maintaining an overall 2.0 GPA, completing 67% of courses attempted cumulatively and graduating within the maximum credits attempted standard. The maximum attempted credits allowed for a degree or certificate will be up to 150% of the credits needed to complete the degree at ISU. Students, including ECP students, when applying for financial aid their senior year are subject to this criteria as well.

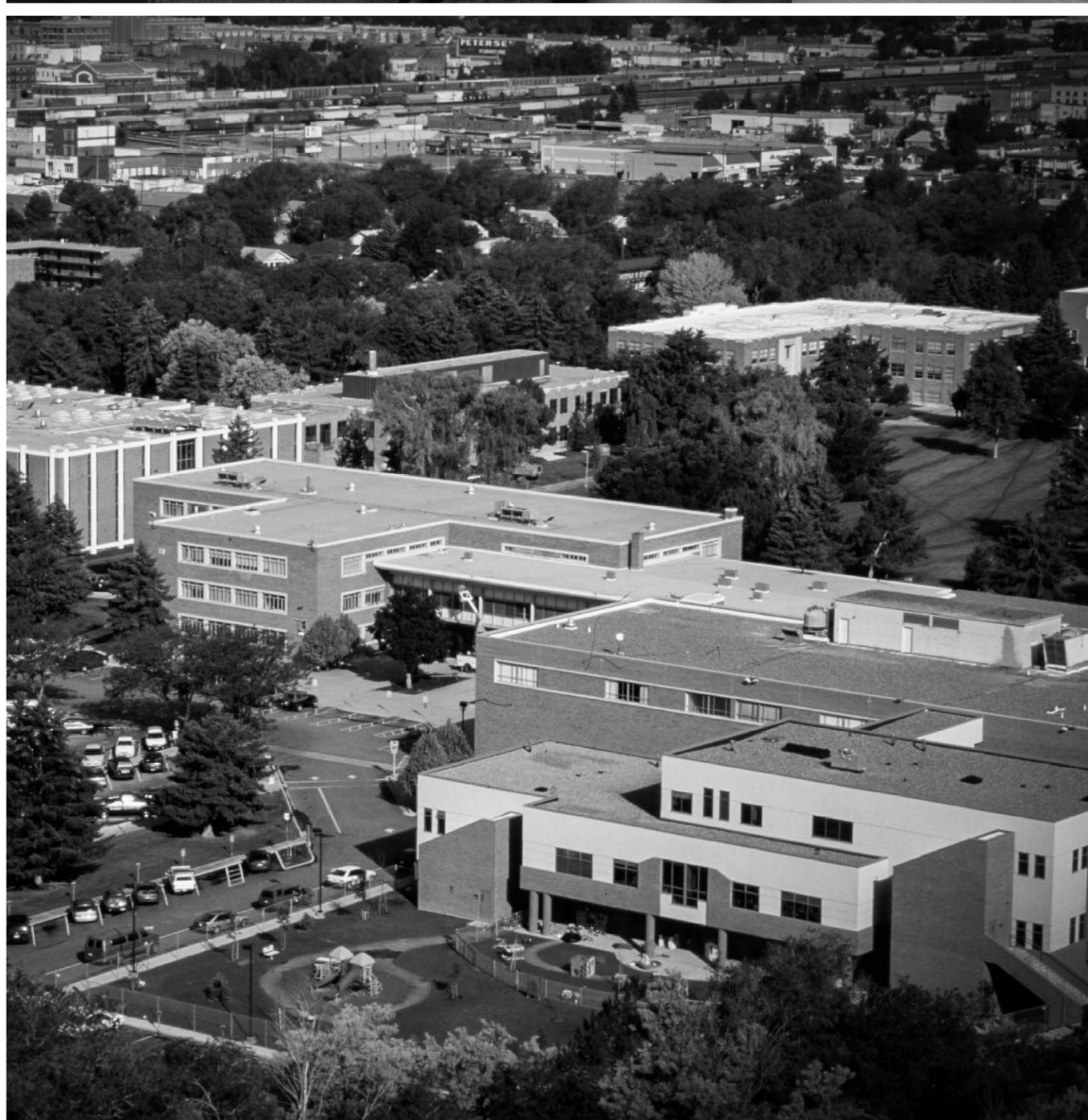
## Transferring ISU Credit

Credits earned at Idaho State University are recorded on an official transcript and can be transferred to other colleges and universities. Students are encouraged to consult with the institution of their choice regarding the transferability of credits earned, prior to registering for dual-credit courses. To see how your credits will transfer to other public Idaho institutions, visit the Transfer Equivalency Guide at [coursetransfer.idaho.gov](https://coursetransfer.idaho.gov). For information on out-of-state transfer policies, contact the registrar's office at that institution.

## Requesting an Official Transcript

Students can view their academic records and request transcripts through BengalWeb and going to the Academic Tools Tab, Student Records Channel, and Request Official Transcript. It is recommended that students check their record to verify that grades are posted before submitting a request. However, a student can request a transcript be sent after all grades have been posted, but they must indicate this when making the request. Transcripts cost \$10 each.





# STUDENT RESOURCES

## Early College Program

|                                      |                |
|--------------------------------------|----------------|
| <b>Chelsie Rauh</b> , Director       | (208) 282-2633 |
| <b>Suzanne Peck</b> , Coordinator    | (208) 282-3904 |
| <b>Amanda Blair</b> , Coordinator    | (208) 282-4927 |
| <b>Lisa Baker</b> , Admin. Assistant | (208) 282-6067 |
| <b>Fax</b>                           | (208) 282-3677 |
| <b>Email Address</b>                 | ecp@isu.edu    |
| <b>Website</b>                       | isu.edu/ecp    |

### Mailing Address

921 S. 8th Ave., Stop 8057  
Pocatello, ID 83209-8057

### Physical Location

Fine Arts Building, Room 309

## Pocatello

|                                                      |                |
|------------------------------------------------------|----------------|
| <b>Admissions Visitor Center</b>                     | (208) 282-2123 |
| <b>Cashiers Office</b>                               | (208) 282-2900 |
| <b>Counseling and Testing Center</b>                 | (208) 282-2130 |
| <b>Disability Services</b>                           | (208) 282-3599 |
| <b>Student Success Center</b><br>(tutoring services) | (208) 282-3662 |
| <b>IT Service Desk (help desk)</b>                   | (208) 282-4357 |
| <b>Library</b>                                       | (208) 282-3248 |
| <b>Tom Putnam CTE Advanced Opportunities</b>         | (208) 282-4663 |

## Meridian

**Dana Gaudet** (208) 373-1798  
**Enrollment & Student Services**

**Bengal Card Services/** (208) 373-1700  
**Student Information**

**IT Service Desk** (208) 373-1790  
**(Help Desk)**

## Idaho Falls

|                                      |                |
|--------------------------------------|----------------|
| <b>Student Services</b>              | (208) 282-7800 |
| <b>Bengal Card Services</b>          | (208) 282-7811 |
| <b>Cashier's Office</b>              | (208) 282-7878 |
| <b>Counseling and Testing Center</b> | (208) 282-7750 |
| <b>Disability Services</b>           | (208) 282-5465 |
| <b>Student Success Center</b>        | (208) 282-7925 |
| <b>University Library</b>            | (208) 282-7906 |
| <b>IT Service Desk (help desk)</b>   | (208) 282-4357 |



**Idaho State University**

**EARLY COLLEGE PROGRAM**

921 S 8th Ave., Stop 8057

Pocatello, ID 83209-8057

(208) 282-6067

***[isu.edu/ecp](http://isu.edu/ecp)***