



**Letter of Intent to Participate in College Credit Plus for the  
2025-2026 School Year**

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

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Parent Phone Number: \_\_\_\_\_

Parent Email Address: \_\_\_\_\_

Student Phone Number: \_\_\_\_\_

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

Student Grade: \_\_\_\_\_

*Read and review the following. Please sign and return this form to the high school by  
**April 1, 2025.***

I would like to declare my intent to participate in the College Credit Plus program. I understand that signing this form does not require that I participate during the coming school year, and I may decide not to participate without consequence.

I also understand that it is my responsibility to notify my school if I do not gain admission to my selected institution of higher education or choose not to participate in the program.

I certify that I have read and understand the requirements, responsibilities, benefits, and possible risks of participating in the College Credit Plus program. I understand the financial risks if I withdraw from a course past the deadline and/or fail the course and that I may be billed for CCP textbooks if not returned to the college promptly at the end of each college semester.

**CONTINUE ON BACK  
(REQUIRED SIGNATURE ON BACK OF THIS FORM)**

**Please check each statement acknowledging your understanding:**

- o I understand it is my responsibility to complete and submit the online CCP application to the college(s) I am interested in taking CCP classes. Depending on your goals, that may mean applying to one college or multiple colleges.
- o Each college I am interested in taking CCP classes from has their own application deadline to which I need to adhere.
- o Each college I am interested in taking CCP classes from may have their own admission requirements. I understand I need to take certain assessments (ACT or Accuplacer) in advance to be sure I have eligible scores by the application deadline. I can register online for the ACT at [www.actstudent.org](http://www.actstudent.org) or contact the college about taking the Accuplacer placement test.
- o I understand I must inform my school counselor/PHS Guidance Office when I have applied to each CCP college(s) so my transcript can be sent. If I do not inform them that I have applied, my transcript will not be sent and my application will be incomplete.
- o I understand final grades from CCP courses will be on my high school transcript and will also impact my grade point average (GPA) as well as establish a college transcript.
- o I understand I must use a "CCP Eligibility Form" to submit 1<sup>st</sup> & 3<sup>rd</sup> quarter grades for all CCP classes to be considered for eligibility (2<sup>nd</sup> & 4<sup>th</sup> quarter grades will come from semester final grades reported directly to PHS from each college).
- o I have reviewed the CCP Information Packet and am aware of all benefits as well as potential risks to participating in the CCP program.
- o If a student exceeds the 30-credit hour limit for the academic year the student will be financially responsible to pay the college for any course(s) that puts them over the limit. Course fees will be assessed in Infinite Campus. The cost will be determined by the current rate of that institutions tuition and fees.
- o If a student fails or withdraws from a class past the 100% deadline date (this date is set by the college) the student will owe the high school for tuition/fees and books for that class. The bill will come from the high school and the student will pay the amount owed to the high school. The class will appear on the student's high school and college transcript as a "W" but will not be factored into either GPA.
- o If a student does not return the required course material to the bookstore at the conclusion of the semester the high school will receive a bill from college and in turn bill the student/parent for the cost of the course material that was not returned. Course material for Lakeland classes taught at the high school should be turned into their professor.

Student Signature \_\_\_\_\_

Parent Signature \_\_\_\_\_