



Christian
Faith
School

Building Students to Impact the World

RUNNING START POLICIES

CFS believes in and supports the Washington State Running Start program for qualified students. We believe that it is a privilege, not a right, for students to participate in this program, and CFS reserves the right to deny entrance into CFS through the Running Start program to any student.

To participate in Running Start, we require all students to:

- Enroll in CFS and follow the CFS code of conduct,
- Register for no more than 3 courses offered by CFS,
- Meet all CFS graduation requirements,
- Be on the CFS campus only during their CFS class times.

It is also the student's responsibility to:

- Take the COMPASS test,
- Enroll in a public high school,
- Enroll in the Running Start program through the public high school,
- Fill out all necessary paperwork,
- Determine what courses to take to meet CFS graduation requirements,
- Enroll in courses at the college,
- Provide the CFS registrar with the college transcript reflecting the grades earned after each grading period.
- Meet WIAA regulations if he or she is an athlete

Since Running Start students are not full-time students, full-time benefits and privileges are waived. These benefits include but are not limited to: use of the library and computer lab, and full-time access to the CFS guidance counselor. We do expect however that our Running Start students adhere to the behavioral and spiritual standards including but not limited to all rules, policies, and procedures of Christian Faith School. Finally, it is important that all Running Start students remember that they are not allowed on campus except during class times. They may, however, participate in school events on or off campus with permission and proper documentation.

I have read and understand the Christian Faith School Running Start Policies.

Student Name _____ Grade _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

BUILDING STUDENTS WHO IMPACT THE WORLD

33645 20th Avenue S. – Federal Way, WA 98003 – (253) 943-2500 – www.ChristianFaithSchool.com

RUNNING START INFORMATION

The Running Start program allows qualified high school juniors and seniors the opportunity to enroll in college-level classes (100 level or above) that, with careful planning, apply to both their high school graduation and university transfer or professional technical degree.

Running Start is available fall, winter and spring quarters. Students may enroll simultaneously in high school and college classes, or solely in college classes. College tuition (up to 18 college-level credits per quarter or 15 credits if attending two or more colleges) are covered through Running Start. Students are responsible for books and applicable fees.

What Running Start Offers

- Free college tuition
- College instruction taught by faculty who care about your success
- A wide variety of classes that may not be offered at your high school
- Small class size--averaging 25-40 students per class
- Class schedule flexibility--classes are offered during the day, evening, weekend, online and hybrid (part online and part on campus)
- Opportunity to participate in all college activities, clubs and leaderships programs except for intercollegiate athletics
- New opportunities to grow and build meaningful relationships
- Opportunity to simultaneously earn your high school diploma and college degree

How Running Start Works

- The credits you earn at Highline can, with careful planning, apply to your high school graduation and college degree or certificate.
- Your college tuition (up to 18 college-level credits per quarter) are covered through Running Start. Books and applicable fees are your responsibility.
- Running Start is available fall, winter and spring quarters. If you want to attend summer quarter, you will need to apply to our Enhancement program and pay tuition and applicable fees.
- Highline follows federal guidelines under the Family Education Rights and Privacy Act ([FERPA](#)) which means that only students have access to their college grades and records. Release of Information forms are available at the Registration counter.
- Five college credits are equivalent to one high school credit.
- The grades and credits earned through Running Start at Highline Community College are part of your permanent college and high school transcripts.
- Your high school calendar and breaks will not always match with the Highline's academic calendar.

Is Running Start for you?

To be successful, you will need to be:

- mature, self motivated and possess good time management skills. College classes move quickly and cover content oriented to the adult learner.

Program Changes

Effective fall quarter 2010, new Running Start students will need a minimum 2.0 high school GPA.

Running Start Information Nights for high school students and their parents

Discover if Running Start is right for you by attending one of the information nights on:

May 11	Bldg 7
June 22	Bldg 7
August 24	Bldg 7
6:00 pm	

- comfortable interacting with a very diverse campus community.
- prepared for the amount of time that college classes require. Every hour in class requires two hours of studying.

Eligibility

You must be a junior or senior and enrolled in a public high school for the quarter in which you plan to attend. If you attend a private school or are home schooled, you will need to enroll in a public school.

NEW admission eligibility requirement: Have a minimum 2.0 high school GPA. [Petition for appeals \(PDF\)](#) for the 2.0 GPA are due in the high school programs office four weeks prior to the start of the quarter.

Steps to Apply

Complete Steps 1 through 4 by the final deadline.

Quarter	Priority Deadline	Final Deadline
Fall Quarter, 2010	May 10	September 7, 2010
Winter Quarter, 2011	November 5	December 20, 2010
Spring Quarter, 2011	February 15	March 14, 2011

Step 1

Complete the Highline Community College [online admissions application](#). Pay a nonrefundable [application fee](#).

Step 2

Take the complete [COMPASS assessment](#). Photo ID is required to take the assessment. To qualify for Running Start you must have the following:

COMPASS writing score of 65 or complete Writing 91 with a minimum 2.0 grade.

and

COMPASS reading score of 80 or complete Reading 91 with a minimum 2.0 grade

Step 3

Meet with your high school counselor to complete the Running Start [authorization form](#). (PDF)

Step 4

Bring your Running Start authorization form to the High School Programs office to receive your orientation/registration appointment.

Step 5

See instructions to [register](#).

How to Register

When you submit your complete Running Start application file, we will invite you to a required Running Start orientation. During the orientation you will receive information about the Running Start program, campus resources, degrees, and will also register for classes.

Costs

Running Start covers tuition up to 18 college-level credits per quarter or 15 credits if attending two or more colleges. Running Start is available fall, winter and spring quarters. If you want to attend summer quarter, you will need to apply to our [High School Enhancement program](#) and pay tuition and lab fees.

Student's Financial Responsibility

You will be responsible for the costs of the application fee, books, student center fee, special course/lab fees, and any other applicable fees. Approximate costs are:

Application fee	Application fee
Books	Approximately \$100/class
All applicable fees	Fee schedule
Special course lab fees on specific classes	See quarterly schedule
Student Center fee	\$2.50 per credit, not to exceed \$25 per quarter
Tuition for pre-college and audit courses and credits in excess of 18	Regular college tuition rates
Parking Permit	Varies, depends on credits enrolled. See fees.
Bus Passes	Varies. Discounted passes available at HCC Book Store

Running Start Financial Assurances

Running Start Book Assistance

If you qualify for the free or reduced lunch program through your high school, Highline offers a Running Start book assistance program to assist you with a portion of the textbook costs. To apply, complete the [Running Start Book Assistant Application](#) and submit it to Highline's High School Programs office.

Running Start Waiver for Course & Mandatory Fees

If you are a foster youth or qualify for the free or reduced lunch program through your high school, Highline offers a Running Start waiver for course and mandatory fees. To apply, complete the [Running Start Waiver Application](#) and submit it to Highline's High School Programs office by the deadlines stated on the application form.