



## Concurrent Enrollment Agreement

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

Parent Name: \_\_\_\_\_

College: PPCC, CSU-Pueblo, Snow, UCCS, AIMS, Other \_\_\_\_\_ Date: \_\_\_\_\_

Qualifying Accuplacer Scores: Arithmetic \_\_\_\_ QAS \_\_\_\_ AAF \_\_\_\_ WR \_\_\_\_ COF App Date: \_\_\_\_\_

1. We understand this contract is between the student listed above, that student's parents/guardians and CECCS (CEC Colorado Springs) as it applies to college courses taken through CECCS during **any current or future semester**. This agreement will be kept on file and is applicable for the entirety of students' enrollment in CECCS.\*
2. We understand enrolling in college courses through CECCS is a privilege that requires **every student to take personal responsibility** for following all CECCS and college institution related communications, instructions and completing required tasks by specified deadlines.
3. **We understand students are required to exhaust all on-campus courses that meet subject area requirements for both HS and identified degree goals prior to approval for off-campus coursework.**
4. We agree before dropping or adding a class or changing the course schedule in any way, the **student will obtain approval from his/her CECCS Advisor**. If the student elects to drop a course, this must be completed within the timeframe set forth by the institution. **Changes made to the student schedule must not alter the student's full time or part time status.**
5. We agree to actively engage in the development of the **Individual Career & Academic Plan (ICAP)** by attending the student advising and registration appointment **every** semester during the designated grade level window.
6. We agree to **thoroughly read** all CECCS and applicable college partner communication via designated student email to maintain current knowledge of school events, deadlines and resources.
7. We understand career exploration through membership with the Pikes Peak Business & Education Alliance (**PPBEA**) fosters valuable work-based learning experience and skill-building insight to help each student align educational pathways to future career goals.
8. We agree to submit a completed **PPCC (Pikes Peak Community College) Payment Agreement** to the CECCS Advising department for each semester college courses are taken for CECCS to pay for the courses in which the student is enrolled. We understand if an agreement is not signed by the student, parent/guardian and a CECCS Advisor, the student will be financially responsible for the course tuition cost.
9. We understand our CECCS advisor does **not** have access to any college student portal and cannot verify off-campus student schedules. It is the student's responsibility to check the college student portal and CECCS Infinite Campus student portal to ensure the information for college Select and Bridge courses match.
10. We agree if any course information does not match, the student must contact his/her CECCS Advisor immediately for correction to ensure course authorization. **Unauthorized courses are the financial responsibility of the student.**
11. We agree to provide proof of registration for SELECT (off campus) courses (if applicable) by submitting the college **detailed student schedule with drop/withdraw dates**, to ensure course authorization.
12. We agree **not** to enroll in a designated PPCC or CCC online or late start college course without prior approval by the CECCS Advising Department.
13. We understand attendance policies for college courses may differ from high school and agree **not** to take extended vacations outside of the normally scheduled school breaks.

14. We understand taking all **state mandated assessments** is required by the Colorado Department of Education. It is the students' responsibility to confirm testing dates and make appropriate arrangements with college instructors, notifying them of absences during state mandated exams.
15. We understand **full-time** 9<sup>th</sup>-12<sup>th</sup> grade students have a \$4200.00 annual voucher for tuition, fees, and textbooks. **If the designated voucher allowance is exceeded, the student is financially responsible for the balance.**
16. We understand **part-time** students receive \$2100.00 annually for tuition, fees and textbooks. \*(PT funding amounts per grade level currently under review & subject to change) All part-time students must take at least 3 but no more than 6 college credit hours or 2-3 college prep courses. **Credits cannot be split** (3 credit hours + 3 credit hours = 6 towards voucher, 3 credit hours + 4 credit hours = 4 credit hours towards voucher and 3 out of pocket).
17. We understand the student will be billed directly by CEC at the end of the school year if he/she exceeds the voucher allowance per the designated grade level.
18. We understand the student **must earn a grade of a C (70%)** or higher in each college course taken. (Some exceptions apply see item 19 for details\*). Failing to do so may put the student on probationary status at CECCS and/or the institution in which the college course is being taken. The student will be required to pay back the full cost of the failed course.
19. We understand repayment amount for failed or withdrawn college courses is based on the amounts billed to CECCS by the college partner and not on the rate CECCS charges the student voucher. Amounts may be higher and subject to change.
20. We understand students with temporary or long-term disabilities have equitable access to college classroom and testing accommodations through appointment with the designated college partners' Accessibility Services department. <https://www.ppcc.edu/accessibility-services>
21. We understand students enrolled in **Snow College mastery-based** courses must maintain or exceed the content pacing guide per the institution/course guidelines. Content mastery goal equals a grade of 90% or above. Final grades between 70-89% must be approved.
22. We understand **withdrawing** from a course after the drop date will be treated the same way as a failing grade. The student will be financially responsible for any course dropped after the institutional drop date. If payment for a failed or withdrawn class taken in the Fall semester is received by the first day of CECCS Spring semester, that tuition amount will be reimbursed in full to the student voucher. \* Note: If significant, documented medical circumstances present, tuition appeal guidelines are available through <https://www.ppcc.edu/appeal>
23. We understand the student must have an active payment plan on file with the CECCS Business Manager with the intent to have a zero balance no later than the semester following the failed or withdrawn course.
24. We understand it is the student's responsibility to identify and acquire the required textbooks when taking off campus college courses and agree to follow the CECCS textbook and reimbursement procedures. If the student has questions regarding textbook acquisition/reimbursement, he/she will contact the CECCS Business Manager.
25. We agree to attend the **Graduation Success Event** during the fall of the students' graduation year.
26. If planning to attend a four-year college institution following graduation from CECCS we agree to complete the **Free Application for Federal Student Aid (FAFSA)** during the fall semester of the students' graduation year.
27. \*If this agreement is amended at any time in the future students and families will be asked to read & sign the updated version.

**BY SIGNING BELOW, WE AGREE TO ALL THE ABOVE-STATED TERMS AND CONDITIONS**

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

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Student ID: S#** \_\_\_\_\_**Name:** \_\_\_\_\_**Term:**  Summer  Fall  Spring **Year:** 2022-2023

## STUDENT FINANCIAL RESPONSIBILITY AGREEMENT

This Agreement is made by and between you and the Colorado Community College System, including Arapahoe Community College, Community College of Aurora, Community College of Denver, Colorado Northwestern Community College, Front Range Community College, Lamar Community College, Morgan Community College, Northeastern Junior College, Otero Junior College, Pueblo Community College, Pikes Peak Community College, Red Rocks Community College, Trinidad State Junior College, and the System Office, hereinafter collectively referred to as the “College”.

I agree that at registration, all tuition, fees, and other associated costs will be added to my account and I accept full responsibility to pay my account by the payment deadline (more) The College is able to accept payment on your student account by check, money order, and most major credit cards. Deferred payment plans and third party payer authorizations may also be available upon checking with the College. The College reserves the right to terminate a payment plan at any time and demand immediate payment. Payments made to your student account through the Office of Financial Aid will be applied by the State government, the Federal government, or the organization providing the funds. Any excess amount paid to your student account through the Office of Financial Aid will be automatically refunded to you.

I agree that my registration and acceptance of these terms constitutes a financial obligation agreement under federal law (more) My acceptance of the Student Financial Responsibility Agreement constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. 523 (a) (8)) in which the College is providing me educational services and deferring some or all of my payment obligations for those services. All outstanding tuition account balances are also considered qualified educational loans subject to future repayment per United States Internal Revenue Code 221, and as such, my student account balance is exempt from discharge under the federal bankruptcy code, 11 USC (USC) § 523(a)(8). I understand this means my obligations are not dischargeable in Bankruptcy.

I agree to regularly monitor my online student account for billing statements and keep my contact information up to date (more) I am responsible for keeping the College records up to date with my current physical address, email addresses, and phone numbers by notifying my College’s Registrar’s Office in writing. Upon leaving the College for any reason, it is my responsibility to provide the College with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to the College.

I give the College or its agents permission to contact me on any phone number or at any address I provide to the College regarding my student account(s)/loan(s) (more) I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to the College or to the applicable contractor or agent contacting me on behalf of the College.

I agree that technical billing mistakes do not affect my responsibility to pay any amount due (more) I understand that if I believe there are errors or questions about my student account or I think my student account is inaccurate, I must notify the College immediately.

I agree to drop from a class by the College’s deadline or be responsible for all costs associated with the class (more) I understand that if I do not officially drop from registered courses during the 100 percent tuition refund/credit period as established by my College, I will be responsible for paying the full tuition amount and any other applicable College fees, including, but not limited to room and board, based on the date that I officially withdraw.

I agree to pay any late fees, finance charges, internal/external collection fees, attorneys’ fees, returned check fees or other late charges associated with any late payments or returned checks (more)

If I fail to pay my student account balance each month by the scheduled due dates, the College will assess a late payment fee until the balance is paid in full.

If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the

payment plus the applicable returned check fee and other late charges. I understand that multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with the College may result in financial holds and/or financial suspension, which would prevent me from registering for future classes at the College.

I agree that failure to pay amounts due will result in a hold on my student account and prevent me from registering for classes, obtaining transcripts/grades, etc. (more)

I understand and accept that if I fail to pay my student account bill or any money due and owed to the College by the scheduled due date, the following penalties apply at the discretion of the College:

1. Registration for future classes at the Colorado Community College System will not be allowed.
2. No transcripts, diplomas, or certification materials will be issued to me by any College in the System until the outstanding debt to the College is paid in full.
3. My grades will be withheld.
4. My past due account may be referred to the College for collection and the College may assess internal collection fees of up to 40% of the unpaid balance.
5. My past due account may be referred to a private collection agency and the delinquency may be reported to national credit bureaus.
6. If my account is referred to a private collection agency, I will be responsible for reimbursing the College for any and all collection agency costs, expenses, and fees, including reasonable attorney's fees, incurred in such collection efforts. I understand that any collections costs are charged in addition to the principal, fees and interest due on my student account.

I understand that the College, as a State agency, has the authority to intercept State income tax refunds due to me from the State of Colorado for debts owed to the State.

I agree to be bound by any changes to these payment terms as communicated to my student account (more) I understand that the College will provide notice of such change to me via my student portal and that I will have the opportunity to pay my account in full if I dispute any changes. I further understand that it is my responsibility to ensure that I am aware of any changes, including changes to any and all tuition and fees.

Students under the age of 18 must complete this Student Financial Responsibility Agreement in paper form with the student and parent signature.

**I hereby acknowledge that I have read and consent to the College's Student Financial Responsibility Agreement. I agree that I have carefully read this statement, fully understand it, and agree to be legally bound by it.**

\_\_\_\_\_  
**Student Name**

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

\_\_\_\_\_  
**Date**

If student is under 18, the parent or legal guardian is required to sign and acknowledge the College's Student Payment Agreement:

\_\_\_\_\_  
**Parent/Legal Guardian Name**

\_\_\_\_\_  
**Parent/Legal Guardian Date of Birth or Driver's License # and State**

\_\_\_\_\_  
**Parent/Legal Guardian Signature**

\_\_\_\_\_  
**Date**