

College Credit Plus Agreement  
Between Heidelberg University and Tiffin City School District

This agreement is made between Heidelberg University, hereinafter referred to as the University and Tiffin City School District, hereinafter referred to as the School District, to establish a formal partnership in response to the College Credit Plus (CCP) program as established by Ohio House Bill 487.

**Purpose**

The purpose of this Agreement is to establish the terms and conditions under which eligible students in grades 7-12 at the School District may enroll in courses at the University under the CCP program, earning both high school and college credit for successful completion of the courses.

**Pathways**

While no guarantee can be made for enrollment in specific courses, the University will assist the School District as needed in creating pathways that benefit students enrolled through CCP.

**Admission Requirements**

Students must submit a CCP application for admission for each year of participation at the University by May 1 for summer term, August 1 for fall term, and December 1 for spring term. Each application must be accompanied by an official updated transcript. Furthermore, students must submit an Intent to Participate or School District Consent Form and a Mature Content Consent Form. Test scores may be requested on a case-by-case basis.

Applications will be reviewed on an individual basis according to the admission standards of the University in effect for all students while also following guidelines as set forth by the State of Ohio. Students will be notified electronically through the portal and by mail of their acceptance into the CCP Program. The student will be notified of an assigned CCP Coordinator and provided contact information.

**Available Courses**

Students who are admitted to the University will be permitted to enroll in courses with available seats on the University campus. Students must meet all prerequisites for the selected courses as outlined by the University. Students must complete fifteen credits of level one courses as outlined by the State of Ohio before other courses become available and are only eligible for thirty credit hours per academic year. Students are prohibited from enrolling in remedial courses, courses with travel components, and courses with excessive fees. Any necessary placement testing will occur after admission.

**Student Services and Advising**

1. The University will have a representative available at the CCP information meeting provided annually by the School District for parents and students upon invitation. Updated program

information will be sent in lieu of a representative if necessary. The School District will counsel students on the risks and benefits of participation in CCP.

2. The University will provide registration and orientation sessions for each term at which time academic advising will occur. Individual meetings with the academic advisor will be available for students wanting more in-depth academic advising.
3. Students are permitted to send their schedule to the School District upon registration. The University will send a copy of student schedules within a week of the registration window closing for the current term.
4. The University will provide final grade reports to the School District at the end of each University academic term within a week of the grading window being closed and after grades are finalized for the current term.

**Financial Agreement**

The University and School District agree to follow the default funding structure as established by Ohio Revised code 3365.07. The University will not charge any fees to the student.

**Textbooks/Course Materials**

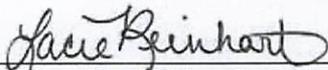
The School District is responsible for providing the required edition of the textbook used in each course. Textbooks required for each course will be listed on the University website and the University will assist the School District as needed with acquiring books and course materials. Students will have access to charge books and course materials to their student account and the University will in turn bill the School District for reimbursement.

**Terms and Conditions**

This agreement is effective for the 2025-2026 academic year. This agreement can be terminated by either party provided that written notice is given prior to July 1. Termination will not affect students already admitted to the University.

**Heidelberg University**

**Tiffin City School District**



College Credit Plus Coordinator



Principal/Superintendent

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

Date: 3/13/25