



**UNIVERSITY OF WISCONSIN SYSTEM**  
**EARLY COLLEGE CREDIT PROGRAM AND HIGH SCHOOL SPECIAL AGREEMENT FORM**

**Students, parents/guardians and districts: read and follow the directions below to ensure all processes are completed properly.**

**STUDENT/PARENT/GUARDIAN/FOSTER PARENT**

The student has responsibility for:

- submitting this form, completed with all required signatures, to the district
- obtaining the admissions and registration information for the UW System institution he or she wants to attend
- completing the college admissions and registration processes, and
- informing his or her district of the courses in which he or she actually enrolls.

**STUDENT SPECIFIC RESPONSIBILITIES**

1. Complete one form for each term you wish to enroll at the given UW System institution.
2. Review the following Early College Credit Program information:  
When signing this form, the student and parent/guardian/foster parent assures understanding of and/or compliance with the following conditions:
  - a. Student shall comply with admission criteria for college course(s) taken under the Early College Credit Program.
  - b. Student/Parent/Guardian/Foster Parent may be required to reimburse the school district for tuition, fees, book, and material costs if the student fails or fails to complete a course.
3. In Section I, sign and date (if student is under 18, parent/guardian/foster parent must also sign and date).
4. Submit this form (with all sections completed) no later than **March 1** for fall semester or summer courses and **October 1** for spring semester courses to the School District in which student is enrolled. This is typically done by submitting the form to a school counselor or Early College Credit Program Coordinator.
5. Upon notification from district of the course(s) that have been approved, complete the application process for the UW System institution at which the Early College Credit Program course(s) was/were approved and work with the UW System institution personnel as well as a high school counselor to enroll in appropriate course(s).
6. Notify the district of the course(s) in which the student has enrolled (the college or university may do this directly with the district, but the student should follow-up to ensure the district has been notified).

**SCHOOL DISTRICT RESPONSIBILITIES**

1. After receiving the Early College Credit Program and High School Special Agreement Form, review the form and necessary supporting documents to verify student eligibility.
2. School District representative takes formal action on course request (approval/denial).
3. Notify the student, in writing, of the district's decision (approval or denial) no later than **May 15** for fall semester or summer requests and **November 15** for spring semester requests. Regardless of how the notification is completed, both the student and the district should receive/maintain a copy of the completed and signed application.
4. Indicate with a check mark the approved courses in the "District Approval" column.
5. Send the completed and signed Early College Credit Program and High School Special Agreement Form to the college or university.

**HIGH SCHOOL SPECIAL**

Admission as a High School Special (student pays tuition) does not require School District approval. High School Counselors/Staff Advisors must sign the form and send to the college or university. Students should check with the UW System institution for timelines and requirements for High School Special students.



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Complete this form if you are currently enrolled in high school and wish to enroll for undergraduate courses at a University of Wisconsin (UW) System institution before high school graduation. Please carefully read the instructions on page two before completing any part of this form. A separate form must be completed for each term you wish to enroll at a UW System institution.

**SECTION I - STUDENT INFORMATION (TO BE COMPLETED BY STUDENT) (PLEASE TYPE OR PRINT IN INK)**

Applying to: University of Wisconsin-\_\_\_\_\_

Applying for:  Fall Semester 20\_\_\_\_\_  Spring Semester 20\_\_\_\_\_  Summer Session 20\_\_\_\_\_

Applying as (check all that apply):  Early College Credit (school determines tuition payment)  High School Special (student pays tuition)

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth (mm/dd/yyyy): \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

High School: \_\_\_\_\_ Anticipated Year of Graduation: \_\_\_\_\_

*I certify that the information in this application is true and complete to the best of my knowledge. I understand that inaccurate information may affect my eligibility to enroll. If I enroll in the UW System, I will abide by all regulations, policies and procedures. I also understand that courses taken at any UW System institution will become part of my permanent university record and may affect my subsequent eligibility for admission to post-secondary institutions. I authorize the UW System to provide information about my course registration, grades and attendance to my high school, school district administrator and school board.*

\_\_\_\_\_  
Student Applicant Signature & Date

\_\_\_\_\_  
Parent/Guardian/Foster Parent Signature & Date

\_\_\_\_\_  
Parent/Guardian/Foster Parent Printed Name

**SECTION II - COURSE INFORMATION TO BE COMPLETED BY STUDENT (WITH HELP FROM COUNSELOR)**

Course(s) Intending to Take	Department and Course #	# of Credits	Early College Credit Program	District Approval (Completed by School District)	High School Special
EXAMPLE: College Writing I	ENG 110	3	X	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Indicate how you meet the prerequisites and your academic need for this course:					
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Indicate how you meet the prerequisites and your academic need for this course:					
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Indicate how you meet the prerequisites and your academic need for this course:					
				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Indicate how you meet the prerequisites and your academic need for this course:					

**SECTION III - TO BE COMPLETED BY THE SCHOOL DISTRICT APPROVAL AUTHORITY/HIGH SCHOOL COUNSELOR/PRINCIPAL**

This student has the permission of the high school administration to enroll in the above listed courses at the indicated UW System institution.

\_\_\_\_\_  
School District Approval Authority & Date

\_\_\_\_\_  
High School Counselor/Staff Advisor Signature & Date

\_\_\_\_\_  
Printed Name (Counselor/Advisor)

\_\_\_\_\_  
School Email Address (Counselor/Advisor)

\_\_\_\_\_  
Phone Number (Counselor/Advisor)

**NOTE: School District approval does not guarantee admission to the university. Course enrollment is not guaranteed and subject to availability. If not participating in the Early College Credit Program, School District approval is not required.**

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Please submit this form and include the official high school transcript (unless sent by electronic transmission) and, if applicable, ACT/SAT scores to:

<p><b>UW COLLEGES</b> (FRESHMAN/SOPHOMORE CAMPUSES) 1.800.463.6892 uwcadmissions@uwc.edu www.uwc.edu 780 Regent St, Madison, WI 53715</p>	<p><b>UW-MILWAUKEE</b> <b>Office of Undergraduate Admissions</b> 414.229.6357 youthoptions@uwm.edu www.uwm.edu/duatenrollment PO Box 749, Milwaukee, WI 53201</p>	<p><b>UW-STEVENS POINT</b> <b>Admissions Office</b> 715.346.2441 admiss@uwsp.edu www.uwsp.edu 1108 Freemont St, Stevens Point, WI 54481</p>
<p><b>UW-EAU CLAIRE</b> <b>Admissions Office</b> 715.836.5415 admissions@uwec.edu www.uwec.edu PO Box 4004, Eau Claire, WI 54702</p>	<p><b>UW-OSHKOSH</b> <b>Admissions Office</b> 920.424.3164 admissions@uwosh.edu www.admissions.uwosh.edu 800 Algoma Blvd, Oshkosh, WI 54901</p>	<p><b>UW-STOUT</b> <b>Admissions Office</b> 715.232.1232 admissions@uwstout.edu www.uwstout.edu 212 Millennium Hall, Menomonie, WI 54751</p>
<p><b>UW-GREEN BAY</b> <b>Office of Admissions</b> 920.456.2111 uwgb@uwgb.edu www.uwgb.edu/apply 2420 Nicolet Dr, Green Bay, WI 54311</p>	<p><b>UW-PARKSIDE</b> <b>Office of Admissions and New Student Services</b> 262.595.2355 admissions@uwp.edu www.uwp.edu 900 Wood Rd, Kenosha, WI 53141</p>	<p><b>UW-SUPERIOR</b> <b>Admissions Office</b> 715.394.8230 admissions@uwsuper.edu www.uwsuper.edu Belknap and Catlin Ave PO Box 2000, Superior, WI 54880</p>
<p><b>UW-LA CROSSE</b> <b>Admissions Office</b> 608.785.8939 admissions@uwlax.edu www.uwlax.edu 1725 State St, La Crosse, WI 54601</p>	<p><b>UW-PLATTEVILLE</b> <b>Admissions Office</b> 608.342.1125 admit@uwplatt.edu www.uwplatt.edu 1300 Ullsvik Hall, 1 University Plaza, Platteville, WI 53818</p>	<p><b>UW-WHITWATER</b> <b>Admissions Office</b> 262.472.1440 uwwadmit@uww.edu www.uww.edu 800 West Main St, Whitewater, WI 53190</p>
<p><b>UW-MADISON</b> <b>Adult Career &amp; Special Student Services</b> 608.263.6960 advising@dcs.wisc.edu www.acsss.wisc.edu/high-school 21 N Park St, Suite 7101, Madison, WI 53715</p>	<p><b>UW-RIVER FALLS</b> <b>Admissions Office</b> 715.425.3500 admissions@uwrf.edu www.uwrf.edu 410 S Third St, River Falls, WI 54022</p>	