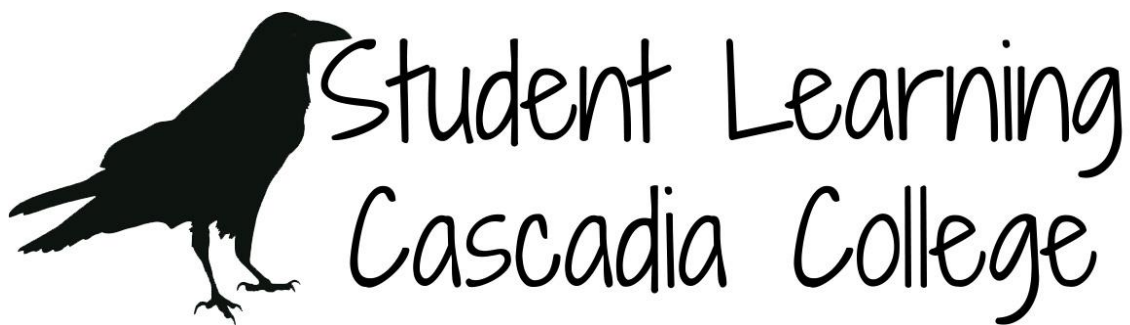




# Cascadia in the High School Student/Parent Information

## 2021-2022

[CIHS@cascadia.edu](mailto:CIHS@cascadia.edu)



[www.cascadia.edu](http://www.cascadia.edu)

## Contents

Welcome to Cascadia in the High School (CIHS)!	3
Student Benefits of CIHS Participation	3
How do CIHS credits apply toward my college degree?	3
Academic Advising	4
Grades	4
Student Transcripts	5
Placement Testing/Assessment Information	5
Classes, Cost, Dates and Registration!	5
Financial Aid	6
Student Policies and Student Handbook	6
The Bock Learning Center	6
<b>Online Tutoring and Writing Assistance:</b>	7
Access to UW-Bothell Library Services	7
The Family Educational Rights and Privacy Act (FERPA)	7
National Collegiate Athletic Association (NCAA) Eligibility	7
CIHS Contact Information	8
Non-Discrimination Policy	8

## Welcome to Cascadia in the High School (CIHS)!

Also known as College in the High School, CIHS is a popular dual enrollment program that allows eligible high school students (Grades 9-12) the opportunity to earn college credits by taking specific courses at their school. CIHS courses are rigorous, college level courses taught in the high school by an instructor that has been approved by Cascadia College. The instructor works collaboratively with Cascadia faculty to ensure that courses in the high school are consistent with courses taught on our main campus.

### Student Benefits of CIHS Participation

CIHS is an opportunity to get a jump-start on a college degree for students who are ready for college level work. We encourage students to speak with their instructors about the benefits of CIHS enrollment and their decision to register for credit. The advantages of CIHS participation include:

- *College Credit:* Students completing a CIHS course will have a Cascadia College transcript as evidence of their participation. The credits earned through CIHS are transferable to all public community colleges, public universities and most private institutions in Washington. Although CIHS credits are generally accepted at most institutions, if you are planning to attend a private college/university or attend out of the state, we recommend that you contact that institution about their policy prior to enrolling.
- *Savings:* The registration fee per CIHS class is significantly less (almost 60%) than regular community college tuition.
- *Convenience:* CIHS allows you to earn college credit without leaving your high school campus.
- *Merit:* CIHS programs award credit for the successful completion of a course rather than relying on a single, high stakes test at the end of the year.

The [Washington Student Achievement Council \(WSAC\)](#) has comparative information available about the cost of tuition and fees at public institutions.

### How do CIHS credits apply toward my college degree?

The first 90 credits of most bachelor degrees require students to earn credits in a breadth of courses to satisfy general requirements before being able to declare a major. CIHS courses are selected because they satisfy general distribution area requirements in our most popular transfer degree, the [Associate of Integrated Studies](#) degree. CIHS credits can be applied toward a degree at Cascadia or transferred to another college or university.

Depending upon the institution and degree pathway that you choose, credits earned may transfer as direct equivalents to existing courses in the receiving institution, general electives or may satisfy a pre-requisite for a required course. All public, four-year colleges and universities in Washington have accept CIHS transfer credits. We cannot, however, guarantee whether your CIHS credits will meet an individual college or university's graduation requirements or be accepted by a specific academic department within a college or university. If you are transferring out of state or planning to enroll at a private institution, we recommend that you check with that institution's dual credit policy prior to enrolling.

### Online Academic Advising

All students have the opportunity to schedule an appointment to meet with an academic advisor to consult about classes and degrees, and to create a tentative education plan. Email advising is available at [advising@cascadia.edu](mailto:advising@cascadia.edu). Our distance advisor can answer most questions via email, but we do not schedule advising appointments via email. See the [Cascadia website](#) for information about Drop-In Advising hours.

*Requires your Cascadia Student ID number.*

### Grades

CIHS instructors follow the grading scale found in the Cascadia Catalog. This may differ slightly from the grading at your high school and may result in a different grade on the Cascadia transcript from the one entered on a student's high school transcript. The table below outlines the basic relationship between grades on a 4.0 scale and the letter grades used at Cascadia and other educational institutions.

Decimal Grade	Letter Grade	Decimal Grade	Letter Grade
4.0 – 3.8	A Excellent	1.8 – 1.5	C-
3.7 – 3.5	A -	1.4 – 1.2	D+
3.4 – 3.2	B+	1.1 – 1.0	D Below Average
3.1 – 2.9	B Very Good	1.0 is the lowest transferable grade in the DTA	1.0 is the lowest transferable grade in the DTA
2.8 – 2.5	B-	1.0 is the lowest transferable grade in the DTA	1.0 is the lowest transferable grade in the DTA
2.4 – 2.2	C+	1.0 is the lowest transferable grade in the DTA	1.0 is the lowest transferable grade in the DTA

Decimal Grade	Letter Grade	Decimal Grade	Letter Grade
2.1 – 1.9	C Average	0.0	F Failing

## Student Transcripts

One of the most frequent questions asked by CIHS students is “How can I access my Cascadia transcript?” Transcripts are typically available 48 hours after grades have been submitted. **The following steps will guide you in requesting your Cascadia transcript:**

1. Go to Cascadia’s homepage at [www.cascadia.edu](http://www.cascadia.edu)
2. Select “Student Toolbox” from the top of the homepage
3. Scroll down to “Transcripts”
4. Select “Official Transcripts” or “Unofficial Transcripts.”
5. You will need your Cascadia **Student ID (SID)**.

### **If you do not know your Student ID (SID) number:**

Contact Enrollment Services with questions at 425-352-8860 or [enrollment@cascadia.edu](mailto:enrollment@cascadia.edu). You will be asked a series of questions to identify yourself then your SID will be given to you.

## Placement Testing/Assessment Information

CIHS classes are required to maintain the same course pre-requisites as courses taught on the main campus. Cascadia utilizes multiple measures for student placement including High School transcripts, Accuplacer and Smarter Balanced Assessment scores. For specific course placement requirements, see the list of current year CIHS courses.

If one of the classes requires you to take the Accuplacer assessment, it does carry a small, separate fee. At present, in the 2021-22 school year, the Accuplacer is available only online. Additional information can be found under the [“placement”](#) tab on the college website.

## Classes, Cost, Dates and Registration!

Information about classes offered, course fees, registration and deadlines are updated annually and posted in separate documents on the college CIHS [webpage](#).

## Financial Aid

CIHS students are generally not eligible for state or federal financial aid while they are still in high school. Credits earned in dual-credit programs like CIHS are used to evaluate satisfactory academic progress, which is used to determine eligibility for financial aid. Earning less than a 2.0 could negatively impact a student's academic progress.

A student's high school GPA includes grades received in dual-credit courses. College admissions staff evaluate high school transcripts to determine if students have met credit completion standards. A student's Cascadia transcript includes the GPA for only courses taken with Cascadia whether those courses were from College in the High School, Tech Prep, or Running Start. College admissions will also consider the Cascadia GPA for admission. Credits earned through CIHS, like any coursework regardless of source for tuition payment, counts toward the maximum credit allowed for financial aid eligibility.

## Student Policies/Handbook

Cascadia is a student-centered college that operates to provide individual knowledge and skills for the achievement of academic, professional and personal goals. Inherent in the college's mission are certain rights and freedoms needed for learning and personal development. Admission to Cascadia provides these rights to students, and also assumes that students accept the responsibility to conduct themselves in ways that do not interfere with the purposes of the College in providing education for all of its learners. For the complete policy, see the Student Code of Conduct in the [Student Handbook](#).

## The Bock Learning Center

To support student success, the Bock Learning Center, located in CC2-080, provides a range of academic support services related to technology and tutoring. In 2021-22 – Services are provided remotely as well as in-person. Tutors work with students focusing on math concepts and writing assignments. Detailed information including hours and contact information for the Learning Center can be found at [Cascadia Webpage](#).

*Requires your Cascadia Student ID number.*

## Online Tutoring and Writing Assistance

Cascadia provides online access to live tutors in a variety of subjects, provided by the Western e-Tutoring Consortium. Tutoring is offered through live, interactive sessions and through an Essay Center. Many subjects have convenient tutoring hours late into the evening and seven days a week, depending on tutor availability; schedules are available online. To get started, visit [etutoring](#).

*Requires your Cascadia Student ID number.*

## Access to UW-Bothell Library Services

Cascadia College is co-located with the University of Washington – Bothell. As part of the shared campus, Cascadia utilizes the University of Washington Library Services. Any member of the public may access most physical resources on-site AND access most electronic resources via the Guest Research Stations in the Information Commons on the Library 1<sup>st</sup> Floor. Due to Covid-19 restrictions, services this year are limited, please [click here](#) for additional information.

## The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights to Privacy Act (FERPA) refers to a Federal law that protects the privacy of student's educational records.

Students may elect to complete a [Release of Information Form](#) available online. **(Note: This form must be submitted in-person with photo identification at Front Counter in Kodiak Corner.)**

If a student is attending a postsecondary institution - at any age - the rights under FERPA have transferred to the student. However, in a situation where a student is enrolled in both a high school and a postsecondary institution, the two schools may exchange information on that student. If the student is under 18, the parents still retain the rights under [FERPA](#) at the high school and may inspect and review any records sent by the postsecondary institution to the high school.

## National Collegiate Athletic Association (NCAA) Eligibility

NCAA Bylaw 14.2.3.3 Joint College/High School Program states: "A student-athlete's eligibility under the five-year rule does not begin while a student is enrolled in a collegiate institution in a joint high school/college academic program for high school students in which the courses count as both high school graduation credit and college credit, provided the student has not officially graduated from high school and does not participate in intercollegiate athletics while enrolled in the joint program." (Revised: 11/01/2001 effective 8/01/2002)

College courses may be used to satisfy NCAA core-curriculum requirements if the courses are accepted and awarded credit by the high school for any student and meet all other requirements for core courses. College courses must be placed on the student's high school transcript.



### **CIHS Contact Information**

Cascadia College  
18345 Campus Way NE  
Bothell, WA 98011  
Email: [CIHS@cascadia.edu](mailto:CIHS@cascadia.edu)  
Web: <http://www.cascadia.edu/programs/HS/>

### **Non-Discrimination Policy**

Cascadia is committed to creating a supportive environment for a diverse student, faculty, and staff population. Individual differences are celebrated in a pluralistic community of learners.

Cascadia does not discriminate on the basis of race, color, religion, gender and/or sex, sexual orientation, national origin, citizenship status, age, marital or veteran status, or the presence of any sensory, mental or physical disability, or genetic information, and is prohibited from discrimination in such a manner by college policy and state and federal law.

The following office has been designated to handle inquiries regarding non-discrimination policies and can direct inquiries to the appropriate office for ADA-related requests:

Executive Director of Human Resources  
Cascadia College  
18345 Campus Way NE, CC2-280  
Bothell, WA 98011  
Phone: 425.352.8880