

Program Overview

Early College High School Pathway is a pilot Program that provides an educational opportunity to students through a partnership between your school district high school, and Tulsa Community College. Students attending Early College High School Pathway Pilot will take a rigorous course of study and, if successful, will earn a Liberal Arts Associate Degree from TCC and a traditional high school diploma. We pursue academic excellence and are excited to offer this unique college experience to a cohort of students who meet the application criteria and are selected. Students who are not selected for Early College High School Pathway may pursue Dual Credit to College Degree Pathway after the 10th grade.

Applicant Information:

Please review the application carefully and ensure all the information provided is complete and accurate. Any incorrect and /or incomplete application will not be considered. You may complete an application via a Qualtrics computer link that will automatically be returned to our staff, or you may complete a paper application.

If you choose the paper application, you must complete all parts in clear print handwriting, use only the form provided, and write in black ink. Return the paper application to the district site/staff that gave it to you.

Each student and student's parent/guardian must read and sign below to indicate that they are providing authorization for the student to participate in all components of the TCC Early College High School Pathway Pilot while they are enrolled in the high school listed below and agree to abide by the terms and condition of the TCC Early College High School Pathway Pilot including those set forth in this application. After completing the form and securing the appropriate signatures, submit the form to ECHS@tulsacc.edu or to Tulsa Community College 6111 East Skelly Drive. Tulsa, OK 74135.

PARENT / GUARDIAN SECTION			
Student Name	Last	First	Middle
Date of Birth			
Gender			

Early College High School application: Cohort 2025

Address	Street number and name	Apartment #	City	Zip code
Home Phone				
Parent / Guardian Mobile Phone				
Parent / Guardian Mobile Phone				
Parent / Guardian Email Address				
Parent / Guardian Email Address				
Is the student registered with Oklahoma Promise? CIRCLE YES OR NO	Yes	No	If no, please contact your counselor for information and assistance.	
STUDENT SECTION				
Student High School CIRCLE ONE	Broken Arrow Public Schools	Tulsa Public Schools	Union Public Schools	
Student Mobile Phone				

Early College High School application: Cohort 2025

Student Email Address			
School student ID			
<p>Has anyone in your immediate family received a college degree? (excluding technical certificates)</p> <p>CIRCLE YES OR NO</p> <p>IF YES, CIRCLE THE HIGHEST DEGREE COMPLETED.</p>	<p>Mother</p> <p>Yes / No</p> <p>If yes, what was the highest degree attained?</p> <p>Associate – 2 year degree</p> <p>Bachelor – 4 year degree</p> <p>Masters or post-graduate degree</p> <p>Doctorate – PhD.</p>	<p>Father</p> <p>Yes / No</p> <p>If yes, what was the highest degree attained?</p> <p>Associate – 2 year degree</p> <p>Bachelor – 4 year degree</p> <p>Masters or post-graduate degree</p> <p>Doctorate – PhD.</p>	<p>Sibling (Sister or Brother)</p> <p>Yes / No</p> <p>If yes, what was the highest degree attained?</p> <p>Associate – 2 year degree</p> <p>Bachelor – 4 year degree</p> <p>Masters or post-graduate degree</p> <p>Doctorate – PhD.</p>
<p>I certify that the information provided above is complete and that the submission of the false information is grounds for denial of the application and/or withdrawal of admission. I understand that the school and college expect a high standard of conduct and academic performance for students, and if accepted for admission to the Early College High School Pathway Pilot, my child and I will abide by all rules, regulations, and student/parent expectations set forth in this application by the school district and Tulsa Community College.</p>			
Parent / Guardian Signature (s):		Student Signature:	

Early College High School Pathway Pilot

Eligibility and the Selection Process

To be considered for the Early College High School Pilot, students must meet the following initial criteria:

- Ø The applicant must be currently enrolled in the district's eighth grade.
- Ø The applicant must meet ALL district requirements for promotion from eighth grade to ninth grade.
- Ø The applicant and his/her parent must attend parent/student information and orientation meetings.
- Ø The applicant must independently complete the admission essay as part of this application.
- Ø The applicant must obtain two letters of recommendation, one from someone within the eighth-grade staff (e.g., a teacher or counselor) and one from someone (not a family member) outside the school.
- Ø The applicant must have submitted the application for admission to TCC via the online link or the address provided by the deadline of December 12th, 2020.
- Ø The applicants are expected to attend all pre-cohort activities, which may include a Summer Bridge Program.
 - o Parents and student must commit to attend all Early College High School Pathway events and classes.
 - o Eight-grade bridge is a two-day program. The district will provide transportation to the college campus.
 - o 9th grade summer bridge is a three-day program. The district will provide transportation to the college campus.
 - o Monthly student engagement activities will occur regularly. The district will provide transportation to the college campus when events are at TCC campuses.
 - o Additionally, the student may be advised by the district to attend high school course-specific or language-focused summer school sessions that may last up to two months.
- Ø The applicant will enroll in the full 9th grade preparatory courses prepared by the district for cohort enrollment. This may require a schedule change and / or dropping some electives.

Ø Selection Process

The selection committee will use the rubric included to evaluate the overall application and assess the essays.

Early College High School application: Cohort 2025

Ø When the committee selects the cohort, they will also identify a ten-student waitlist if the applicants exceed the maximum cohort size.

- o Waitlisted students may discuss the opportunity to enroll in the 9th grade preparatory course at the high school.

- o Waitlisted students may be notified about Early College High School Pathway Pilot selection at the following times:

- § August (9th grade, student must enroll in 9th grade preparatory curriculum)

- § January (9th grade, student must enroll in 9th grade preparation curriculum and may have additional make-up work if not enrolled in fall)

- § May (9th grade, student must have participated in 9th grade preparation curriculum)

- § August (10th grade, student must have participated in 9th grade preparatory year)

- o After August 10th of the 10th grade, eligible waitlisted sophomore students who are not added to the Early College High School Pathway cohort may start Dual Credit to College Degree in June.

Ø Adding to the cohort:

- o The applicant who moves into the Early College High School Pathway participating district must be moving in from outside of the TCC service area.

- o The cohort must be under maximum size.

- o The final date for an incoming student to the district to apply is January 15th of the 9th grade.

- o The committee will review the application and return a decision within 48 hours.

- o The student will enroll in all 9th grade preparatory courses with the cohort for the entirety of the spring semester. This will require high school schedule changes.

- o The student may be required to do additional work for the Introduction to College course missed in the fall semester.

Ø This application and selection are the initial acceptance into the Early College High School Pathway pre-cohort for the Freshman preparatory school year. All students must meet college admission standards by May of his/her freshmen year and must meet course prerequisites to enroll in TCC classes.

My signature indicates that I have read and understand the criteria and process that will be used to select the Early College High School Pathway Pilot students.

Early College High School application: Cohort 2025

Parent/Guardian

signature:

Student

signature:

Early College High School Pathway Pilot Student Expectations and Acknowledgement

Please initial each statement to indicate that you have read and understood the specific challenges and requirements of students in the Early College Program.

_____ I understand that there are a limited number of seats available and a lottery process will be used if the number of eligible applicants exceeds the number of seats available in the Program. If not invited, a waitlist will be maintained. Should Program vacancies arise after the original invitation, parents/guardians will be contacted in order of the waitlist number, and applicants will be given the opportunity to accept a seat in the Early College High School Program.

_____ I understand that I will be enrolled in college preparatory curriculum with other early college students and will follow a fixed sequence of courses to earn my associates degree and my high school diploma by the end of my senior year.

_____ I understand that participating in co-curricular activities, fine arts, and athletics may be difficult because of the increased academic demands and the fixed course sequence, and that the expectation is that my academic schedule in the Early College High School Program will take priority.

_____ I understand that if I drop, withdraw, or fail to pass a course on the degree plan, I will be responsible to pay all costs associated with retaking the course.

_____ I understand that if I take a course(s) out-of-sequence (out of cohort), I will be responsible to pay all costs associated with the course(s).

_____ I understand that I must meet all Early College High School Program requirements in order to be invited to participate and that continued participation is dependent on continuing to meet those requirements including being on track for high school graduation and meeting Oklahoma State Regents for Higher Education admission and enrollment requirements.

_____ I understand that I must maintain passing grades in all high school classes and a 2.0 college GPA, per Oklahoma State Regents for Higher Education, policy 3.10.

_____ I understand that I will be required to attend weekly tutoring session provided by the high school.

_____ I understand that the Program will follow the Tulsa Community College academic calendar, which may include attendance when high school classes are not in session including summer school.

Early College High School application: Cohort 2025

_____ I will comply with all High School regulations when taking high school courses and with TCC policies when in TCC classes. See Student Handbook for High School and Student Handbook for TCC. Violations may result in dismissal from the Program.

_____ I understand college professors do not typically distinguish between excused and unexcused absences and, therefore, I may need to limit my extracurricular activities and/or work hours.

_____ I will follow the course policies and agenda explained in each course syllabus.

_____ I understand that the high school will provide transportation to the college campus for cohort events and college courses from August to May and the 8th and 9th grade summer bridges in July. Summer college courses may require personal transportation.

_____ I understand that I will need to dedicate a minimum of two hours study time for every one hour of in-class time, which means I will be required to devote considerable time outside of class to complete homework and to study.

_____ I understand that college grades are based primarily on how a student demonstrates learning on a few key assignments and that A's and B's indicate an exceptionally high level of learning.

_____ I understand that professors have the academic freedom to create curricula and to determine standards for their classes, which means that course content may include sensitive political, cultural, and religious topics as well as controversial texts (readings, artwork, films, etc.).

_____ I understand that the Family Educational Rights and Privacy Act (FERPA) obligates TCC to protect the privacy rights of college students, which means my professors will not communicate my college records, including grades and attendance, with my parents.

_____ I understand that I will handle all matters pertaining to my college classes on my own but may seek guidance from the high school administration about college processes and policies and about communicating with professors.

_____ If I have concerns about my TCC classes, I will follow the TCC Student Handbook and the course syllabus, which explain how I can address my concerns.

_____ I understand that if I choose not to continue or do not meet the criteria to be eligible to continue, I will complete an exit survey.

_____ I understand that the college and the high school will be sharing my student records.

_____ I understand that this degree transfers to several universities. I will work closely with a TCC academic advisor each semester to make certain that I am enrolled in the correct courses for a seamless transfer process. I will ***begin a dialogue with my intended transfer school as early as possible***. I will attend student advising events with TCC academic advisors and advisors from selected four-year

Early College High School application: Cohort 2025

institutions to streamline the transfer process. It is my responsibility to ensure that courses transfer to the four-year institution.

My signature indicates that I am prepared to be academically challenged and will follow the guidelines established here.

Students

Name: _____

Student's Signature:

Part 5: Early College High School Pathway Pilot parent expectations and acknowledgement

Your initial for each statement indicates that you have read and understood the expectations for your student, who will enter the college preparatory Program and, if successful, the college degree Program.

_____ I understand that there are a limited number of seats available and a lottery process will be used if the number of eligible applicants exceeds the number of seats available in the Program. If not invited, a waitlist will be maintained. Should Program vacancies arise after the original invitation, parents/guardians will be contacted in order of the waitlist number, and applicants will be given the opportunity to accept a seat in the Early College High School Program.

_____ I understand that students will be enrolled in college preparatory curriculum with other early college students and will follow a fixed sequence of courses to earn an associate degree and a high school diploma by the end of the student's senior year.

_____ I understand that participating in co-curricular activities, fine arts, and athletics may be difficult because of the increased academic demands and the fixed course sequence, and that the expectation is that the student's academic schedule in the Early College High School Program will take priority.

_____ I understand that if the student drops, withdraws, or fails to pass a course on the degree plan, I will be responsible to pay all costs associated with retaking the course.

_____ I understand that if a student takes a course(s) out-of-sequence (out of cohort), I will be responsible to pay all costs associated with the course(s).

_____ I understand that the student must meet all Early College High School Program requirements in order to be invited to participate and that continued participation is dependent on continuing to meet

Early College High School application: Cohort 2025

those requirements including being on track for high school graduation and meeting Oklahoma State Regents for Higher Education admission and enrollment requirements.

_____ I understand that the student must maintain passing grades in all high school classes and a 2.0 college GPA, per Oklahoma State Regents for Higher Education, policy 3.10.

_____ I understand that the student will be required to attend weekly tutoring session provided by the high school.

_____ I understand that the student will follow the Tulsa Community College academic calendar, which may include attendance when high school classes are not in session including summer school.

_____ The student will comply with all High School regulations when taking high school courses and with TCC policies when in TCC classes. See Student Handbook for High School and Student Handbook for TCC. Violations may result in dismissal from the Program.

_____ I understand college professors do not typically distinguish between excused and unexcused absences and, therefore, the student may need to limit my extracurricular activities and/or work hours.

_____ The student will follow the course policies and agenda explained in each course syllabus.

_____ I understand that the high school will provide transportation to the college campus for cohort events and college courses from August to May and the 8th and 9th grade summer bridges in July. Summer college courses may require personal transportation.

_____ I understand that the student will need to dedicate a minimum of two hours study time for every one hour of in-class time, which means he/she will be required to devote considerable time outside of class to complete homework and to study.

_____ I understand that college grades are based primarily on how a student demonstrates learning on a few key assignments and that A's and B's indicate an exceptionally high level of learning.

_____ I understand that professors have the academic freedom to create curricula and to determine standards for their classes, which means that course content may include sensitive political, cultural, and religious topics as well as controversial texts (readings, artwork, films, etc.).

_____ I understand that the Family Educational Rights and Privacy Act (FERPA) obligates TCC to protect the privacy rights of college students, which means professors will not communicate college records, including grades and attendance, with parents.

_____ If there are concerns about my TCC classes, the student, not the parent, will follow the TCC Student Handbook and the course syllabus, which explains how to address any concerns.

Early College High School application: Cohort 2025

_____ I understand that the student will handle all matters pertaining to college classes on his/her own but may seek guidance from the high school administration about college processes and policies and about communicating with professors.

_____ I understand that if the student chooses not to continue or is otherwise unsuccessful as defined by the college and cannot continue, the student will complete an exit survey.

_____ I understand that the college and the high school will be sharing student records.

_____ I understand that this degree transfers to several universities. The student will work closely with a TCC academic advisor to make certain that he/she is enrolled in the correct courses for a seamless transfer process. The student will ***begin a dialogue with the intended transfer school as early as possible***. The student will attend student advising events with TCC academic advisors and advisors from selected four-year institutions to streamline the transfer process.

My signature indicates that my student is prepared to be academically challenged and that we will follow the guidelines established here.

Parent / Guardian Name: _____

Parent / Guardian Signature: _____

Part 6: Essays

Instructions: All applicants will write one essay for the Early College High School Pathway Pilot application. Each applicant will choose from the prompts below. Type your prompt in the online application box provided.

- Address the prompt in approximately 500 words (not fewer than 450).
- Avoid grammatical and spelling errors as well as redundancy.
- Complete all responses independently—no help from parents or teachers.
- **If you are submitting the application on paper:**
 - o Attach to the back of the application before submitting
 - o Write in print letters in black or blue ink.
 - o Write only on one side of the notebook paper.
 - o Observe the margins of the notebook paper.

Early College High School application: Cohort 2025

- o Staple your application to your essay.
- o Do not use folders or report covers.

The essay will be scored using the following rubric:

ESSAY RUBRIC	Exceeds Expectations 3	Meets Expectations 2	Below Expectations 1
Mechanics	Few, if any errors	A few minor errors but good command of conventions	Several mechanical errors that confuse or obscure meaning
Thesis	Responds to prompt with a creative, original thesis	Responds to the prompt with a clear thesis	Fails to respond to the prompt and has no thesis statement
Organization/coherence	Logical organizational structure, strong transitions between sentences and paragraphs	Clear organizational structure, smooth transitions between paragraphs and sentences	Lacks organization, choppy
Style	sophisticated word choice, varied sentences, use of figurative language	appropriate word choice, clear sentences, consistent tone	Lack of sentence variety, poor word choice
Content	detailed, specific support for thesis,	provides good support for thesis,	Little or weak support, lack of unity

Early College High School application: Cohort 2025

	maintains strong focus	mostly consistent focus	
--	------------------------	-------------------------	--

Choose one prompt from the list below:

1. Discuss what you feel will be your biggest challenge in participating in the Early College High School Pathway Program in high school.
2. Explain what you think the following quote means and how it might apply to your life now or in the future. "It's easier to build strong children than it is to repair broken men." Fredrick Douglas
3. Describe a real-world problem you have encountered or witnessed and propose a means of improving the problem. Stay away from ideological topics (e.g., prayer or religion in public schools or racism). Focus on tangible issues where there are specific action steps anyone can take.
4. Define what leadership means to you and give examples, positive or negative, from your life. Your essay should demonstrate what you learned about leadership and how you hope to use those lessons.

Part 7: Recommendations

The applicant must obtain two letters of recommendation, one from someone within the eighth-grade staff (e.g., a teacher or counselor) and one from someone (not a family member) outside the school.

· If you are submitting the application on paper:

- o Attach to the back of the application before submitting

Part 8: Parental Informed Consent and Student Assent

The EARLY COLLEGE HIGH SCHOOL PATHWAY pilot includes a programmatic research study to help us understand and explain the impact of EARLY COLLEGE HIGH SCHOOL PATHWAY related to student academic success, economic impact on families and our community, and student self-regulated learning

Early College High School application: Cohort 2025

behaviors, attitudes, and aspiration toward postsecondary education. Student eligibility is not affected if a parent or guardian declines to sign the informed consent.

- Complete the parental “Informed Consent” and “Student Assent” forms below.

INFORMED CONSENT

Project Title: Early College High School Pilot Research and Program Evaluation

Investigator(s): Jason Featherngill, Educational Researcher, TCC

IRB Study Number: 20-05

Introduction

This document is called an “Informed Consent Form.” It gives you information about the study, its risks, possible benefits, your rights if you agree to participate, and information about you and your child that will be shared with others connected with the study. It is important for you to understand that your and your child’s participation in this study is entirely voluntary. Opting out of the study does not opt your student out of the Early College High School Program or excuse the student from any coursework requirements. You may choose not to participate or withdraw from the study at any time without any penalty, loss of benefits, or loss of legal rights to which you are entitled.

Before you decide, you should know why the research is being done and what it involves. Please read this form carefully and take your time to decide. Ask the investigator any questions you may have. You may take an unsigned copy of this form home with you to read again.

You have been selected to participate in this research study because one or more of your children are currently participating in the Early College High School Program which is a partnership between Union Public Schools and Tulsa Community College.

Why is this study being done?

The purpose of the study is to evaluate the Early College High School Program and partnership between Tulsa Community College and Union Public Schools. This evaluation will lead to recommendations to improve the Early College High School Program. Early College High School

partnerships seek to reduce barriers to college access, increase college readiness, and offer rigorous instruction with wrap-around academic and social support services to help students succeed. This study examines if these goals are being met.

How long will the research last?

We expect that you will be in this research study for approximately four years, from when your student is selected into the Program in 8th grade through graduation in 12th grade. Your child's educational data will be examined. You and your child may be asked to complete a survey at least once a year. Surveys should take less than 10 minutes to complete. You may also be asked to participate in a focus group with other parents/ guardians; this may take up to 1 hour. Your student may also be asked to participate in a focus group with other students, which could take up to 1 hour. You will be asked to sign this form each year to renew your willingness to participate.

What will I do if I choose to be in this study?

You and your child will be asked to answer questions or provide feedback related to your involvement in the Early College High School Program.

What happens if I do not want to be in this research?

Participation is voluntary. You do not have to participate, or you can choose to participate in some aspects (surveys, for example) and not others (such as focus groups). If you choose to answer survey questions, please feel free to skip any questions you do not wish to answer.

Opting out of the study does not withdraw your student from the Early College High School Program. You may choose not to participate or withdraw from the study at any time without any penalty, loss of benefits, or loss of legal rights to which you are entitled.

What are the possible risks or discomforts?

Although your participation in this study does not involve any physical or emotional risk to you beyond that of everyday life, some questions you may be asked could be awkward. Please feel free to skip any questions that make you feel uncomfortable.

What are the possible benefits for others or me?

You are not likely to have any direct benefit from participating in this research study. This study is designed to evaluate the Early College High School Program. The study results will be used to improve the Program which could help your child or other people in the future.

Early College High School application: Cohort 2025

How will you protect the information you collect about me, and how will that information be shared?

Results of this study may be used in publications and presentations. Your and your child's data will be handled confidentially. If results of this study are published or presented, individual names and other personally identifiable information will not be used.

To minimize the risks to confidentiality, we will collect and store data in accordance with FERPA and Tulsa Community College stated Institutional Review Board policies.

We may share anonymous data we collect from you for use in future research studies or with other researchers. If we share the data that we collect about you, we will remove any information that could identify you before we share it.

Will I be compensated for my participation?

Participation in this study will involve no cost to you. You will not be paid for participating in this study.

Who can I contact if I have questions or concerns about this research study?

If you have questions, you are free to ask them now. If you have questions later, you may contact the researcher at:

Jason Featherngill, MPA

Educational Researcher

Institutional Research and Assessment

Tulsa Community College

6111 East Skelly Drive: Suite 518

Tulsa, OK 74135

918-595-7963

Jason.featherngill@tulsacc.edu

You can contact the IRB at irb@tulsacc.edu. You are encouraged to contact the IRB if:

- Your questions, concerns, or complaints are not being answered by the research team.
- You cannot reach the research team.

Early College High School application: Cohort 2025

- You want to talk to someone besides the research team.
- You have questions about your rights as a research participant.
- You want to get information or provide input about this research.

Student Assent Form

Project Title: Early College High School Pilot Research and Program Evaluation

My name is Jason Featherngill. I work at Tulsa Community College. I am inviting you to participate in a research study about the Early College High School Program. Your parent/ guardian knows we are talking with you about the study. This form will tell you about the study to help you decide whether or not you want to take part in it.

What is the key information about this research study?

The following is a short summary of this study to help you decide whether you want to be a part of this study. Information that is more detailed is listed later on in this form. The purpose of this study is to evaluate the Early College High School Program. You will be asked to complete a survey and may also be asked to participate in a focus group with other students. We expect that you will be in this research study the whole time you are in the Early College High School Program. The primary risk of participation is being asked questions that you might not want to answer, but you don't have to answer anything you do not want to. The main benefit is the results from this study will be used to help improve the Early College High School Program.

Why is this study being done?

The purpose of this study is to evaluate the Early College High School Program and partnership between Tulsa Community College and Union Public Schools. You are being asked to take part in the study because you have been accepted into the Early College High School Program.

What do I need to do?

If you decide to be in the study, I will ask you to complete a survey once each school year that should take less than 10 minutes to complete. You may also be asked to participate in focus groups with other students, which could take up to 1 hour each.

What are the benefits to me?

Taking part in this study may not have direct benefits to you, but it will help us evaluate the Early College High School Program. The study results will be used to improve the Program for all students.

Are there any risks to me if I decide to be involved in this study?

There are no foreseeable risks, however some questions you may be asked could be awkward. Please feel free to skip any questions that make you feel uncomfortable.

How will my information be protected?

Your responses will be confidential. If you choose to participate in a focus group complete confidentiality cannot be guaranteed, as other students will also be in the group. The results of this study may be used in reports, presentations, or publications, but your name will not be used. Results will only be shared in without your identifying information. Additionally, data will be stored on a password protected shared drive, where it can only be accessed by the researchers in Tulsa Community College's Institutional Research and Assessment department.

Do I have to be in the study?

No, you don't. The choice is yours. Your participation in this study is completely voluntary, however you still will be required to complete your coursework. No one will get angry or upset if you don't want to do this. And you can change your mind anytime if you decide you don't want to be in the study anymore.

What if I have questions?

If you have questions about the study, you can ask me now or anytime during the study. You can also call me at 918-595-7963 or e-mail me at Jason.featherngill@tulsacc.edu. If you have any questions about your rights as a participant in this research or if you feel you have been placed at risk, you can contact the IRB Office at irb@tulsacc.edu. You will receive a copy of this form for your records.

Signing below means that you have read this form and that you are currently willing to be in this study. You will be asked to sign this form each year to renew your willingness to participate.

Name of the Participant (Write your name on the line): _____

Signature of the Participant (Put your signature on the line): _____

Date: _____

Participant's Consent

Agreement to take part in the study

I have read this information.

It has been written in a language that I can read and understand.

Early College High School application: Cohort 2025

All my current questions about the study, possible risks and side effects have been answered to my satisfaction. I acknowledge I am allowed to ask more questions at any time.

I voluntarily consent to my and my child's participation in this study, but realize I can remove my consent at any time by contacting the researcher or the IRB listed above.

I understand that I have or will receive a signed copy of this consent form.

I understand that I may withdraw from this study at any time without penalty (e.g., class standing, grades, employment, etc.) or loss of benefits.

Participant Signature

Child's Name

Date/ Time

Participant Printed Name

Investigator Statement

I have discussed this research with the participant using language which is understandable and appropriate. I acknowledge that the nature and purpose of this research, the risks involved, and the possibility of complications or unintended results were fully explained to the research participant or his/her representative by me before the research participant consented.

Primary Investigator/Co-Investigator Signature

Date/ Time

Student Assent Form

Project Title: Early College High School Pilot Research and Program Evaluation

My name is Jason Featherngill. I work at Tulsa Community College. I am inviting you to participate in a research study about the Early College High School Program. Your parent/ guardian knows we are talking with you about the study. This form will tell you about the study to help you decide whether or not you want to take part in it.

What is the key information about this research study?

The following is a short summary of this study to help you decide whether you want to be a part of this study. Information that is more detailed is listed later on in this form. The purpose of this study is to evaluate the Early College High School Program. You will be asked to complete a survey and may also be asked to participate in a focus group with other students. We expect that you will be in this research study the whole time you are in the Early College High School Program. The primary risk of participation is being asked questions that you might not want to answer, but you don't have to answer anything you do not want to. The main benefit is the results from this study will be used to help improve the Early College High School Program.

Why is this study being done?

The purpose of this study is to evaluate the Early College High School Program and partnership between Tulsa Community College and Union Public Schools. You are being asked to take part in the study because you have been accepted into the Early College High School Program.

What do I need to do?

If you decide to be in the study, I will ask you to complete a survey once each school year that should take less than 10 minutes to complete. You may also be asked to participate in focus groups with other students, which could take up to 1 hour each.

What are the benefits to me?

Taking part in this study may not have direct benefits to you, but it will help us evaluate the Early College High School Program. The study results will be used to improve the Program for all students.

Are there any risks to me if I decide to be involved in this study?

There are no foreseeable risks, however some questions you may be asked could be awkward. Please feel free to skip any questions that make you feel uncomfortable.

How will my information be protected?

Your responses will be confidential. If you choose to participate in a focus group complete confidentiality cannot be guaranteed, as other students will also be in the group. The results of this study may be used in reports, presentations, or publications, but your name will not be used. Results will only be shared in without your identifying information. Additionally, data will be stored on a password protected shared drive, where it can only be accessed by the researchers in Tulsa Community College's Institutional Research and Assessment department.

Do I have to be in the study?

No, you don't. The choice is yours. Your participation in this study is completely voluntary, however you still will be required to complete your coursework. No one will get angry or upset if you don't want to do this. And you can change your mind anytime if you decide you don't want to be in the study anymore.

What if I have questions?

If you have questions about the study, you can ask me now or anytime during the study. You can also call me at 918-595-7963 or e-mail me at Jason.featherngill@tulsacc.edu. If you have any questions about your rights as a participant in this research or if you feel you have been placed at risk, you can contact the IRB Office at irb@tulsacc.edu. You will receive a copy of this form for your records.

Signing below means that you have read this form and that you are currently willing to be in this study. You will be asked to sign this form each year to renew your willingness to participate.

Name of the Participant (Write your name on the line): _____

Signature of the Participant (Put your signature on the line): _____

Date: _____