

Kalamazoo County Early/Middle College

2020-2021 Steps for Participation

Student completes online Early/Middle College (EMC) Application by **March 6, 2020.**

- The EMC Application is at <https://emc.kresa.org/apply>. It will be open from January 14 until March 6, 2020.
- The student prints out the EMC Parent-Guardian Student Agreement. After this is complete with all signatures, it needs scanned and emailed as an attachment to emc@kresa.org.
- The student's counselor and teachers will receive emails to complete recommendations for the student.
- All parts of the application process must be completed by March 6.

Student completes the KVCC Application by **March 13, 2020.**

- The KVCC application is at www.kvcc.edu/apply. Follow the on-line directions to create an account and apply.
- Once the KVCC application has been submitted the student will receive an acceptance letter in the mail within one week with a KVCC Valley number. Students should keep their Valley number in a safe place for future use.
- Students need to email emc@kresa.org to confirm they have received their letter from KVCC and provide their Valley number. Students should also provide their High School Counselor with their Valley number.

Student completes KVCC Placement Testing by **March 20, 2020.**

- KVCC has minimum college level benchmarks that must be met for enrollment. There are also higher benchmarks that must be met for particular courses. Students must meet the minimum benchmarks for the EMC courses needed in their program of study before they will be allowed to enroll.
- Students may be able to access the placement testing in their high school. Talk with your high school counseling office to see if this is available in your building.
- Placement testing is also available at KVCC on a walk-in basis in the KVCC testing centers. Students may call 488-4460 for the Testing Center hours at the Texas Township Campus (Room 2210). Students may call 373-7836 for the Testing Center hours at the Arcadia Campus (Anna Whitten Hall Room 211). You may also find the hours and additional information at www.kvcc.edu/services/testing.
 - Students who take the test at KVCC will need to bring the following to the session:
 - Valley ID number (This number is on the KVCC acceptance letter received after applying.)
 - Picture ID (driver's license, school ID, or passport)
- Students will be tested in three areas – Math, Reading and Writing. KVCC uses the Accuplacer assessment for the testing. There are no time limits on the tests, so students can focus on doing their best.
- We encourage students to review practice questions beforehand to learn the format of the questions. Accuplacer information and test taking study guides are available online at:
 - <https://accuplacer.collegeboard.org/student/practice>
 - KVCC uses the Next-Generation Accuplacer placement exam. You will need to select this type when using the web-based study app or looking at sample questions.
- Placement scores are provided the day you complete the tests. Scores should be scanned and emailed as an attachment to emc@kresa.org. Scores should also be given to the High School Counselor. If you have not met the minimum benchmarks in one or more areas, please meet with your Counselor to review.
- Placement scores are required to be on file with KVCC prior to attending orientation and registering for classes.

School District Determines Student Eligibility for Participation by **March 27, 2020.**

- The local district determines if students qualify to be in the Early/Middle College based on their college readiness. Students must meet the KVCC minimum college level benchmarks to participate.

Student meets with Counselor to create a tentative high school schedule by **March 27, 2020.**

- Students should be enrolled in College Success Strategies course in 10th grade at the high school. This is a required course for all EMC students.
- Students should be enrolled in EFE/EFA classes as needed for their EMC Program of Study.
- Students should work with their Counselor to plan out Michigan Merit Curriculum graduation requirements needed for the next school year and how many KVCC classes can be scheduled for their EMC program of study.
- It is very important this meeting takes place before students meet with KVCC Advising to schedule courses.

Students and parents attend an EMC Orientation Session at KVCC on **May 12 or May 21, 2020**

- There are two orientation sessions for EMC students. **Students and parents must attend one of these sessions.**

Student meets with KVCC Advising and plans out classes for Fall semester by **May 15, 2020.**

- 9th grade students who will not be taking 10th grade KVCC courses will not have an advising meeting. They will meet with the KVCC Advisor as a 10th grade student when they begin scheduling courses.
- This meeting takes place at the high school in 10th and 11th grades. The meeting may take place at the high school or KVCC in 12th grade depending on the student's schedule and will take place at KVCC in the 5th year.

Student registers for KVCC courses by **May 15, 2020.**

- Students register for their courses during their meeting with the KVCC Advisor and EMC Coordinator.
- Students only register for classes approved by the KVCC Advisor, the EMC Coordinator and their high school.

Students complete the KVCC Postsecondary Enrollment Options (PSEO) form by **May 15, 2020.**

- This form must be completed each semester for students taking KVCC courses.
- The form is available at the school Counseling Office or on the KVCC website at www.kvcc.edu/earlycollege.
- Students must complete the form and return it to the High School Counselor. The high school submits the form to KVCC to ensure the school district is billed for the courses instead of the student.

Students attend the EMC Kickoff event at KVCC on **August 18, 2020**

- **The EMC Kickoff event is mandatory for current 10th grade EMC students who will be in 11th grade in the 2020-2021 school year. More details will be provided prior to the event.**
- Students will explore KVCC's campus, meet their EMC Mentor, hear from older students in the program, get to know students from other schools in their EMC cohort, hear tips for success in the program, and lots more.

Students obtain their KVCC Student ID Card

- ID cards are available 10 days before the semester begins. Students will get their ID card as part of the Kickoff event. Students can also visit the KVCC Student Service Center near the Bookstore to get their ID card.
- Students taking classes at Arcadia Commons Campus need ID card for parking validation and door access.

Students obtain textbooks needed for KVCC Fall courses

- Students should follow their school district's textbook guidelines for Early/Middle College. Most of the districts in our Kalamazoo County EMC program use a reimbursement process. Reimbursement only occurs if money remains in the students' allocated amount after tuition and fees have been paid.

Students check KVCC email on a regular basis

- KVCC uses their student email addresses to communicate. Be sure you are checking this regularly.
- Students can check their email through their My Valley portal located at www.kvcc.edu/myvalley.

Students begin KVCC Fall Courses on **September 8, 2020** - Have a Wonderful Semester!