

## 2022-2023 Middle College Application Packet

A partnership between Oregon Trail School District and Mt. Hood Community College

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The Middle College Program (MC) at Mt. Hood Community College (MHCC) is a high school completion program in partnership with the Oregon Trail School District (OTSD). Located on the Gresham Campus, the Middle College is designed for qualifying OTSD students whose needs are not being met in the traditional high school setting. Middle College students must be referred and approved by OTSD prior to enrollment at the College. Middle College students attend MHCC full-time to complete OTSD diploma requirements. Middle College students are eligible to receive dual credit that will be applied towards a OTSD diploma and college certificate or degree.

### Middle College Contacts

#### Oregon Trail School District

Cathy Callaway  
Counselor, Sandy High School  
Phone: 503-668-8011 ext. 7125  
Cathy.callaway@ortrail.k12.or.us

#### Mt. Hood Community College

Caroline Rex-Waller, MC Adviser  
Phone: 503-491-7187  
Caroline.Rex-Waller@mhcc.edu

### Application Process

1. Apply for General Admission to MHCC. Within 3-5 days you will be **emailed** your MHCC student ID number. If you already have a MHCC ID# because you have taken other dual credit classes you can use that number for this application. Please call MHCC MC office at 503-491-7393 if you have questions or concerns about this.
2. Once you have your ID number, take the College Placement Test. Please call 503-491-7591 for testing appointments. Be sure to tell the Testing Center what type of computer you will be testing from to determine the best testing option for you.
3. After you have completed your application and CPT, submit these scores with your completed application.

#### **SHS Application Deadline April 1, 2022 3:00 pm Sandy High School Counseling Center**

If the high school approves your application, it will be given to the MHCC Middle College and you will need to attend a **mandatory orientation session** with an adult advocate. You will schedule your intake appointment at the orientation session.

4. The completed application packet **must include all of the following**:
  - ☐ All pages completely filled out by the student
  - ☐ Release of Information Form signed by student
  - ☐ Middle College Student Expectations Contract signed by **both** student **and** parent/guardian/advocate
  - ☐ Underage Release & Liability Form signed **by** student, parent/guardian/advocate, **AND** high school counselor **or** principal
  - ☐ Most recent transcript and current semester/trimester schedule attached
  - ☐ CPT Score Sheet attached
  - ☐ Completed Essays
  - ☐ Completed application materials must be submitted to your high school for approval

# SHS Application Deadline April 1, 2022 3:00 pm

## Sandy High School Counseling Center

### Applying for General Admission & College Placement Test (CPT)

You will need to apply for General Admissions to receive a Mt. Hood Student ID Number. This ID number will be required for the mandatory College Placement Test (CPT).

- 1.) Apply for General Admissions by visiting: mhcc.edu or use your existing MHCC Id#
- 2.) Check your email – as soon as you have been issued an ID number, you will receive a message to the email address you listed on the application. If you do not receive an email within 3 business days, call 503-491-7421.

Once you have an ID number, you will be able to take the College Placement Test. This test will determine whether you meet pre-requisites for classes at MHCC. Almost every class has a minimum requirement for writing, reading, and math – so you must take all three tests in order to take classes at MHCC. Even if you have taken dual credit classes at your high school, you will still need to take the CPT.

The College Placement Test (CPT) is given by appointment only and takes about 90 minutes to complete. You will need photo ID (high school ID is fine) and your MHCC ID Number. Many of these tests are given virtually, but if you do need to take it on campus the Testing Services Room is located on the Gresham Campus in room 223, which is located on the upper level, next to parking lot E.

#### Testing Services is open for CPT:

Monday: 8 a.m.-4 p.m.

Wednesday: 8 a.m.-4 p.m.

Thursday: 8 a.m.-8 p.m.

Fridays: 8 a.m.-4 p.m.

#### Other Way to Be “Placed”

AP Scores: If you would like AP scores to be applied as college credit on your transcript, you must log on to College Board, and ask that the scores be sent to the registrar at Mt. Hood Community College. Those credits may stand for a pre-requisite in mathematics at MHCC, so it is important to do this right away.

**Remember: You must complete the CPT (or have submitted all AP Score paperwork) and have a placement given to you by Testing Services before this application can be considered complete and accepted by the Middle College program.**

*Middle College Application Packet*

Student Name: \_\_\_\_\_ MHCC ID#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Class of: \_\_\_\_\_ Preferred Gender Pronouns: \_\_\_\_\_ Have you taken dual credit classes? Y N IDK

What were your placements on the CPT? Circle all that apply:

Reading	Writing	Math
RD090 RD115 RD121	WR090 WR115 WR121	MTH060 MTH065 MTH095
		MTH111 MTH112 MTH251

\*Note: If you place into RD090/WR090, you will need to take the CPT a second time.

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Student's Cell Phone: \_\_\_\_\_

Student's Primary Email: \_\_\_\_\_

What field of work are you most interested in: \_\_\_\_\_

Parent/Legal Guardian Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Is this person on your FERPA form? Yes No

Parent/Legal Guardian Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Is this person on your FERPA form? Yes No

Use the table below to list any extracurricular activities that we will need to account for when we design your schedule:

Activity	Season/Days/Times of Activity

What is something that makes you different from others? \_\_\_\_\_

Anything else you'd like us to know about you? \_\_\_\_\_

At Mt. Hood we have more than 100 classes that count for high school and college credit. Place a

“check” mark next to classes that sound interesting to you. This can assist us in designing the best education plan. Please note: This is not a complete list, and courses are added/subtracted each term.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Writing                                     | <input type="checkbox"/> Gen. biology: NW forest ecology  | <input type="checkbox"/> Intro to mechatronics  |
| <input type="checkbox"/> Creative writing                            | <input type="checkbox"/> Biology for health professions   | <input type="checkbox"/> Media professions  |
| <input type="checkbox"/> Literature                                  | <input type="checkbox"/> Principles of biology I  | <input type="checkbox"/> Office careers survey <input type="checkbox"/> Education orientation |
| <input type="checkbox"/> Speech                                      | <input type="checkbox"/> Survey of body systems   | <input type="checkbox"/> Intro to hospitality & tourism                                       |
| <input type="checkbox"/> Film  | <input type="checkbox"/> Anatomy & physiology   | <input type="checkbox"/> Intro to physical education  |
| <input type="checkbox"/> Algebra                                     | <input type="checkbox"/> Microbiology   | <input type="checkbox"/> American sign language   |
| <input type="checkbox"/> Statistics                                  | <input type="checkbox"/> Physics  | <input type="checkbox"/> French   |
| <input type="checkbox"/> Pre-Calculus I                              | <input type="checkbox"/> General astronomy  | <input type="checkbox"/> German   |
| <input type="checkbox"/> Pre-Calculus II                             | <input type="checkbox"/> General physics  | <input type="checkbox"/> Japanese   |
| <input type="checkbox"/> Calculus I                                  | <input type="checkbox"/> Geology  | <input type="checkbox"/> Spanish  |
| <input type="checkbox"/> Calculus II                                 | <input type="checkbox"/> Volcanoes & their activity   | <input type="checkbox"/> Design   |
| <input type="checkbox"/> Calculus III                                | <input type="checkbox"/> U.S. history   | <input type="checkbox"/> Art history  |
| <input type="checkbox"/> Calculus IV                                 | <input type="checkbox"/> World history  | <input type="checkbox"/> Calligraphy  |
| <input type="checkbox"/> Linear algebra                              | <input type="checkbox"/> World religions  | <input type="checkbox"/> Drawing  |
| <input type="checkbox"/> Physics w/Calculus I                        | <input type="checkbox"/> Women's history  | <input type="checkbox"/> Drawing: Cartooning  |
| <input type="checkbox"/> Basic chemistry                             | <input type="checkbox"/> Women's studies  | <input type="checkbox"/> Ceramics   |
| <input type="checkbox"/> Organic/Bio chemistry                       | <input type="checkbox"/> General career planning  | <input type="checkbox"/> Jewelry making/ Metalsmithing  |
| <input type="checkbox"/> General chemistry                           | <input type="checkbox"/> Computer science orientation   | <input type="checkbox"/> Printmaking  |
| <input type="checkbox"/> Chemistry for health professions            | <input type="checkbox"/> Computer careers exploration   | <input type="checkbox"/> Painting   |
| <input type="checkbox"/> Chemistry for the consumer                  | <input type="checkbox"/> Engineering orientation  | <input type="checkbox"/> Sculpture  |
| <input type="checkbox"/> Chemistry of food and cooking               | <input type="checkbox"/> Intro to early childhood education <input type="checkbox"/> Intro to today's careers in health | <input type="checkbox"/> Watercolor   |
| <input type="checkbox"/> Gen. biology: Survey of cellular            | <input type="checkbox"/> Intro to criminal law fundamentals   | <input type="checkbox"/> Photography  |
| <input type="checkbox"/> Gen. biology: Fermentation science          | <input type="checkbox"/> Intro to environmental health & safety   | <input type="checkbox"/> Theater history  |
| <input type="checkbox"/> Gen. biology: Molecular bio & genetics      |   | <input type="checkbox"/> Technical theater  |
| <input type="checkbox"/> Gen. biology: Survey of ecology & evolution |   | <input type="checkbox"/> Acting   |
| <input type="checkbox"/> Gen. biology: Animal behavior               |   | <input type="checkbox"/> Stage lighting & design  |
|  |   | <input type="checkbox"/> Theatrical makeup  |
|  |   | <input type="checkbox"/> Symphonic band   |
|  |   | <input type="checkbox"/> Jazz ensemble  |
|  |   | <input type="checkbox"/> Chamber ensemble/Jazz combo  |
|  |   | <input type="checkbox"/> Chamber choir  |
|  |   | <input type="checkbox"/> Orchestra  |
|  |   | <input type="checkbox"/> Music fundamentals   |

- ☐ Music theory
- ☐ Electronic music production
- ☐ Beginning guitar
- ☐ Music appreciation (more on next page)
  
- ☐ Ballet
- ☐ Jazz/ Hip hop dance
- ☐ Yoga
- ☐ Swimming
- ☐ Water aerobics
- ☐ Indoor rock climbing
- ☐ Outdoor rock climbing
- ☐ Backcountry backpacking
- ☐ Snowboarding/Skiing
- ☐ Tennis
- ☐ Volleyball
- ☐ Cross country
- ☐ Basketball
- ☐ Weightlifting
- ☐ Cardio training
- ☐ Pilates
- ☐ Tai chi
- ☐ Street defense
- ☐ Spinning & abs
- ☐ Kickboxing
- ☐ Core conditioning
- ☐ Step & sculpt
  
- ☐ Biological anthropology
- ☐ Cultural anthropology
- ☐ Intro to archaeology & world prehistory
- ☐ Language & culture
- ☐ General accounting
  
- ☐ Intro to business
- ☐ Personal finance
- ☐ Principles of marketing
- ☐ Intro to business law
- ☐ Leadership & human relations
- ☐ Business editing
- ☐ Editing techniques
- ☐ Beginning game programming
- ☐ Intro to gaming
- ☐ Beginning game modeling
- ☐ Game design theory
- ☐ Linux fundamentals
- ☐ Prep for A+ Essentials
- ☐ Fundamentals of cybersecurity
- ☐ Ethical Hacking
- ☐ Intro to criminal justice: Courts
- ☐ Intro to criminal justice: Enforcement agencies
- ☐ Criminal justice in a diverse society
- ☐ Intro to criminal law: Procedures
- ☐ Intro to criminal investigation
- ☐ Intro to evidence collection
- ☐ Sustainable engineering
- ☐ Intro to thermodynamics
- ☐ Engineering graphics
- ☐ World regional geography
- ☐ Geography of Europe
- ☐ Drug education
- ☐ Nutrition for health
- ☐ Personal health
- ☐ First aid: Responding to emergencies
  
- ☐ CPR
- ☐ Women's health issues
- ☐ Exercise science
- ☐ Wilderness survival
- ☐ Health and fitness for life
- ☐ Scholarship success
- ☐ Developing your resume
- ☐ Intro to philosophy
- ☐ Fundamental ethics
- ☐ History of the Old Testament
- ☐ History of the New Testament
- ☐ Intro to political science
- ☐ American government
- ☐ International relations
- ☐ Global issues
- ☐ Psychology of human relations
- ☐ General psychology
- ☐ Social psychology
- ☐ Human sexuality
- ☐ Sexuality & society
- ☐ Intro to abnormal psychology
- ☐ General sociology: Principles
- ☐ General sociology: Social institutions
- ☐ General sociology: Social problems
- ☐ Race relations in the U.S.
- ☐ Gender & society
- ☐ Intro to intercultural communication
- ☐ Basic speech communication
- ☐ Interpersonal communication

## Middle College Release of Information

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

Under the Family Educational Rights and Privacy Act (FERPA) of 1974, your rights are protected as a student who is attending Middle College at Mt. Hood Community College (MHCC). The College cannot give out any information about your attendance or academic progress without your written consent. The only information the College can give out without your permission is that you are registered at MHCC.

This form can be updated at any time at the student's discretion in order to add or remove individuals.

I, \_\_\_\_\_, hereby grant permission to Mt. Hood Community College to release and receive information from the following individuals concerned about my attendance and academic progress in Middle College:

The counseling and administration at my home high school of: Sandy High School, (Oregon Trail School District)

MHCC Middle College Staff: Caroline Rex-Waller & High School Services Staff

My Parent/Legal Guardian/Adult Advocate: \_\_\_\_\_ My

Parent/Legal Guardian/Adult Advocate: \_\_\_\_\_

Other Individual(s) (optional):

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Name: \_\_\_\_\_

\_\_\_\_\_ Relationship: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Middle College Student Expectations Contract

Upon admittance to the Middle College at Mt. Hood Community College, I agree to the following:

1. I will adhere to the Code of Conduct set forth in the Mt. Hood Community College [Student Handbook](#)
2. I will maintain the required course load each term during Fall, Winter, and Spring terms. Once I enroll in a college course, I may not drop the course without expressed permission from the High School Services Coordinator.

3. **I understand that I am responsible for any tuition and fee costs beyond \$1600.00 per term, and textbooks and materials over \$300.00 per term.** I understand I am responsible for any tuition, fees and textbooks associated with Summer term classes. I understand that **\$1600.00 may not cover the full cost of a 12 credit term after fees.**
4. I understand that if I do not earn a grade of A, B, or C in a college course that I may be required to reimburse my home high school for the cost of the course.
5. I understand that if I withdraw from a college course that I may be responsible for the tuition cost of the course and possibly other administrative consequences.
6. I understand that my cumulative grade point average must be 2.0 or higher each term. I understand that if I fail to commit to satisfactory academic growth, I will be subject to review for continued enrollment.
7. I will complete the appropriate Progress Reports each term I am enrolled in the program.
8. I will maintain regular communication with my high school counselor/designated high school staff and Middle College adviser through meetings, advising appointments and email/phone contact as needed.
9. I understand that all college textbooks and materials purchased for Middle College are property of my School District and must be returned to the High School Services office by the specified deadline at the end of each term.
10. I understand that my continued enrollment and advancement in Middle College at Mt. Hood Community College will be based upon my academic performance, attendance and attitude.
11. I understand that I must enroll in 12 credits per term to maintain eligibility in sports, dance team, or any OSAA activity or sport.

**My signature below indicates that I understand and accept this contract.**

By submitting this application, I understand the commitment of effort and time this student is undertaking if accepted into Middle College at Mt. Hood Community College. If at the end of any term, my student is unwilling or unable to continue studies in the Middle College program, they will be transitioned back to their home high school. My signature affirms agreement to the above statements and acknowledges that all information provided in this application packet is complete and accurate.

Student Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Underage Release and Liability Form**

**NAME:** \_\_\_\_\_ **MHCC ID#:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_ **ZIP:** \_\_\_\_\_

The above named student has permission to take courses at Mt. Hood Community College (MHCC) for the **2022-2023** academic year. We understand that MHCC provides an adult, independent, collegiate learning environment primarily

tailored to meets the needs of post-secondary adult students. We further understand that admission to MHCC carries with it the presumption that the student will conduct him/herself as a responsible member of the MHCC community. SUMMER TERM ONLY: There is no requirement for the High School Permission Form. Only the Release Agreement for Potential Injury or Liability will be required to be completed prior to underage student registration. **Please review the financial obligations on the Mt. Hood Community College Admission Form.**

**Signature of High School Principal, Counselor or Designee:** \_\_\_\_\_

**Name of High School:** Sandy High School (Oregon Trail School District)

**Signature of Student:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

All concurrently enrolled high school students must be 16 years of age. In most cases the College Placement Test will be required **prior** to initial registration. Call the Academic Advising and Transfer Center at 503-491-7315 for information. Note: If you wish a copy of your MHCC transcript to be sent to your high school at the end of the quarter, you must complete a TRANSCRIPT REQUEST form in the MHCC Admissions, Registration and Records Office or online at <http://www.mhcc.edu/transcripts/>

**RELEASE AGREEMENT FOR POTENTIAL INJURY OR LIABILITY**

I approve of my child attending Mt. Hood Community College. The above understands they will participate in activities sponsored by or offered through the college. The undersigned also understands that all activities have risks, both to participants and to property. It is understood activities will be led by individuals who may or may not have professional training. The undersigned also agrees and accepts that Mt. Hood Community College, its board of directors, officers, employees, volunteers, and agents assume no responsibility or liability in connection with any activities or the transportation to or from such activities. The undersigned also agrees that the college will not be responsible for or liable for any act, error, omission, or for any personal injury, whether negligent or not. The College reserves the right to withdraw any or all announced parts of any activities should conditions warrant and also to decline to accept or retain participants as members of any activity.

I understand that if I choose to drive my personal vehicle instead of riding with the transportation Mt. Hood Community College is providing for this event, I accept all responsibilities for any wear and tear on my vehicle as a result of this use (i.e. maintenance to include engine damage, body damage, damage to tires, or any other related damage). I also understand that if there is an accident and passengers in my vehicle are injured and I am negligent, the liability for their bodily injury is my responsibility. Mt. Hood Community College is not responsible for traffic citations, towing, or parking tickets, which may result from the use of my personal vehicle for this event.

I have read the above and agree to accept any risks, which may be associated with college classes or activities. I also authorize the teacher, program leader or qualified medical personnel to take whatever first-aid action is deemed necessary, in their sole judgment, to protect my health and safety in the event of any emergency.

**PARENT'S SIGNATURE REQUIRED**

Print Parent or Legal Guardian Name: \_\_\_\_\_

Signature of Parent or Legal Guardian: \_\_\_\_\_

Home telephone number: \_\_\_\_\_ Date signed: \_\_\_\_/\_\_\_\_/\_\_\_\_

**IN CASE OF EMERGENCY, NOTIFY:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_



## SHS Middle College Application – Required Essay Responses

Please provide a typed reflection/response to the following statements or questions (Maximum 200 words per question):

1. Provide a brief summary of your high school experience, including both positive and negative factors.
2. What is your biggest obstacle, socially or academically, in your current learning environment?
3. Have you experienced any barriers to attending school regularly?
4. Describe and provide an example of your greatest strength and weakness as a student.
5. What are your college and career goals?
6. Middle College students must demonstrate both an academic and social readiness for a college setting, which includes but is not limited to self-awareness, self-discipline, note-taking and time-management skills. Explain how you meet these criteria and why the Middle College program is an appropriate fit for you as a student.
7. Middle College can become a socially isolating experience for younger students. How do you intend to address this issue?
8. The classes affiliated with the Middle College program are standard college courses that require a substantial level of academic ability, commitment, perseverance, maturity, and initiative. It is expected that Middle College students demonstrate an understanding of the College's Student Code of Conduct through their behavior and action in the classroom and on campus. Explain how you will balance the freedoms of the college campus with the academic and social responsibilities of the Middle College program.
9. IF APPLICABLE – If you are planning to remain involved in a SHS club, program, activity or athletic program, please explain how you plan to coordinate your involvement in both Middle College and the SHS extracurricular activity.

**SHS Application Deadline April 1, 2022 3:00 pm**

**Sandy High School Counseling Center**

# CAMPUS MAP

## »» Gresham Campus Building and Parking Locations

