

## Running Start Program

### Documents required for Course Review by the College

*(Courses should be approved by the sponsoring college at least several weeks before the course is to be delivered at the high school)*

1. Teacher's resume (listing college degrees, teaching and related work experience)
2. Teacher's college transcripts with date and degree awarded (unofficial copies ok) and any related licensure and certifications
3. Course syllabus including assessments and textbooks with copyright date & publisher
4. Completed Running Start Course Approval Form
  - RS Faculty Contact can be the High School CTE Director or Dept Chair
  - RS High School Faculty Partner is the high school teacher
  - Principal or CTE Director and teacher candidate must sign the form
  - Course Number & Course Title can be located in the Manchester course catalog at [www.mccnh.edu](http://www.mccnh.edu)

### Other Running Start Information

- Each RS High School faculty Partner is partnered with a CCSNH Faculty Partner for the duration of the course
- Course Vouchers will be awarded by CCSNH to each RS High School faculty partner upon successful completion of each Running Start class with five or more student registrations. Exceptions on the minimum "5" requirement may be made by the sponsoring college for new courses.
- Course vouchers can be transferred to other individuals including students as a scholarship toward payment of course tuition at any CCSNH college.
- \$75 Scholarships (need-based) may be available through each CCSNH college. Qualifying NH students are eligible for one scholarship per semester. Current RS course tuition is \$150 for a 3-credit or 4-credit course. Contact the RS Coordinator for scholarship availability.