

Applying the Gladys P. Todd Academy Program

Applying to the Gladys P. Todd Academy is a five-step process. All prospective Scholars must complete an online Virginia Community College System (VCCS) application and sign up to take the Virginia Placement Test (VPT) or submit qualifying SAT/ACT scores. If you have questions about the process, your first point of contact is your high school guidance counselor.

Step 1:

Prior to your junior year of high school, discuss the Gladys P. Todd Academy Program with your school counselor. They are an excellent resource and are knowledgeable about your high school graduation requirements as well as the Gladys P. Todd Academy Program.

Step 2:

Complete the VCCS Online Application by your high school's deadline: <https://apply.vccs.edu/oa/launch.action>

***Students who are under the age of 18 must have their parent or guardian sign the *Parent Certification Form* in order to enroll in courses. This form MUST be submitted to the DE Liaison at the high school, who will then forward the form to Germanna Community College.**

Step 3:

Sign up to take the college placement test administered at your high school, or submit qualifying SAT or ACT scores to your high school DE Liaison.

***You are required to have your 7-digit Germanna student identification number, to take a placement test. Upon completing the Germanna application for admission, you will receive a student ID number. Please write down that number after completing the application for admission.**

Step 4:

Complete the Gladys P. Todd Application Packet and return it to your school Counselor by the application deadline.

***Meeting all of the requisite deadlines is the individual student's responsibility.**

Step 5:

Pending acceptance into the program; attend the Gladys P. Todd Academy student orientation program at Germanna Community College.

GLADYS P. TODD ACADEMY APPLICATION

The Gladys P. Todd Academy Program is an academically challenging program. As such, if you are considering applying for the program there are some very important considerations you should take into account. Please take some time to read over and familiarize yourself with the *Germanna Early College Handbook*. This program requires a tremendous amount of work, support, and commitment on the part of each student, their parents/guardians, Fredericksburg City and Spotsylvania County Schools, as well as Germanna Community College; to ensure student success.

To qualify for the Gladys P. Todd Academy Program, participating high school students:

- Must be rising juniors at Spotsylvania High School or James Monroe High School;
- Be pursuing an Advanced Studies Diploma;
- Must be either a first generation college student or, have demonstrated financial need to attend college;
- Must have completed Algebra II or higher by the end of their sophomore year;
- Must be on track to have earned 5 verified credits by the end of sophomore year (transfer students will be evaluated independently by school counselor);
- Must be in good academic standing which is defined as a “B” average or better cumulative (Unweighted 2.7 GPA);
- Must be in good disciplinary standing at their home high school;
- Must have excellent school attendance;
- Meet or exceed the qualifying placement scores on the Virginia Placement Test (VPT), or submit qualifying SAT/ACT scores for review, to your high school counselor;
- Must submit high school transcripts;
- Must obtain and submit, a letter of recommendation from a high school teacher;
- Must submit an essay, “My Academic Manifesto.”

Completed Application Packets should be returned to either your School Counselor or:

**Office of Dual Enrollment
Germanna Community College
PO Box 1430
2130 Germanna Highway
Locust Grove, VA 22508**

Important Information for Prospective Students and Families Interested in the Gladys P. Todd Academy Program

Germanna Community College Associate of Arts & Science Degree in General Studies concurrent with high school graduation:

Associate of Arts and Sciences Degree Program Information:

<http://www.germanna.edu/programs/general-studies/>

- You must discuss the Gladys P. Todd Academy Program with your high school counselor prior to the testing and application process.
- The Gladys P. Todd Academy offers college level courses. The work-load is more demanding than similarly titled high school courses.
- Students must maintain a minimum of a C in each class in order to continue in the program. Failure to earn a C will result in academic dismissal from the program. Likewise, depending upon the course, failure to earn a C could negatively impact a student's progress toward their high school diploma.
- In order to meet high school graduation requirements and to comply with state law, students are required to take the End of Course SOL assessment for courses that have an associated SOL. Examples: English 11 Reading and Writing SOLs, VA/U.S. History SOL.
- The pathway is a two-year commitment. No partial enrollment will be permitted. Courses will be taken at Germanna Community College (Fredericksburg Area Campus) during first and second blocks.
- Schedules at the base schools may be limited in order to meet graduation requirements and/or due to course availability during third and fourth block.
- Students must sign a FERPA Release Form to release information between Germanna and parents/guardians of participating students.
- Students will follow the GCC calendar and be required to attend their base school for counseling, remediation, special programs and required assessments.
- Germanna may be open on days when Spotsylvania and Fredericksburg Schools are closed. Students would be responsible for providing their own transportation to Germanna on those days.
*Parents should use their own judgment in allowing students to drive to the college on inclement weather days.
- Students graduating from the Gladys P. Todd Academy Program will also be required to participate in a general education outcomes assessment during their last semester.
- In addition to the course requirements students must fulfill all GCC Graduation Requirements. <http://www.germanna.edu/catalog-and-student-handbook/academic-information/graduation-requirements-procedures-academic-requirements/>
- Students should also ensure that they are meeting all their high school requirements for graduation. See HS Diploma Requirements

http://www.doe.virginia.gov/instruction/graduation/advanced_studies.shtml

- Germanna Community College and any locations affiliated with the Gladys P. Todd Academy Program are considered to be extensions of Spotsylvania County and Fredericksburg City Schools, for the purposes of student conduct. Students must follow all rules and expectations established by their home high schools and within the respective *Code of Conduct*, at those schools.
- Students are expected to understand and adhere to all applicable Germanna Community College Policies found in the Student Handbook:
<http://www.germanna.edu/student-handbook/>

GLADYS P. TODD ACADEMY APPLICATION

Please TYPE or PRINT all information legibly

Name (First and Last):

Address: Street Number and Name, City, State, Zip Code

Home/Cell Phone:

Email Address:

Date of Birth:

Will you be in the 11TH grade for the 2019 – 2020 school year?

YES NO

Are you eligible for free or reduced lunch?

YES NO

If so, please have a school official to initial here to verify:

_____ (school official initials)

Race/Ethnicity:

Please check all that apply

White/Caucasian Black/African American Asian Hispanic/Latino

American Indian/Alaska Native Native Hawaiian/Other Pacific Islander

Family Educational Background:

Father's highest education:

Do not know Less than high school Attended high school

Graduated from high school Received a bachelor's degree Received a graduate degree

Mother's highest education:

Do not know Less than high school Attended high school

Graduated from high school Received a bachelor's degree Received a graduate degree

Have you completed at least 5 verifiable high school credits? YES NO

Have you taken the VPT, SAT or ACT exams? YES NO If yes, please attach scores.

Emergency Contact Information	
Name:	
Relationship:	
Address:	
Home Phone:	Cell Phone:
Alternate emergency contact: (Name, Relationship, and Phone Numbers)	

**Germanna Community College does not discriminate on the basis of race, color, national origin, sex, age, (except when age is a bona fide occupational qualification), religion, marital status, political affiliation, sexual orientation, or other non-merit factors, or disability in its education programs, recruitment efforts, employment opportunities, programs or activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Associate Vice President for Human Resources, 2130 Germanna Highway, Locust Grove, VA 22508; Room 102B, (540)423 – 9055.*

The Gladys P. Todd Academy provides students the opportunity to complete an Associate of Arts & Sciences Degree in General Studies concurrent with high school graduation. The curriculum will coincide with the junior and senior years in high school and is published in the Germanna Early College Handbook.

By signing below, the student and parent/guardian verify their intention to do the following:

- *Student will enroll and complete the degree program*
- *Parent understands the tangible and emotional support required for student's success in this program. If for any reason the student does not plan to continue in the program, it will be the responsibility of the student and parent to communicate that change in writing to the high school counselor AND the Coordinator of Dual Enrollment at Germanna Community College.*

I currently attend: Spotsylvania High School James Monroe High School

Germanna Student ID: _____ Date of Birth: _____

Student Signature

Parent/Guardian Signature