

ADVANCED SOUTHERN CREDIT REGISTRATION INSTRUCTIONS 2023-2024

Advanced Southern Credit (ASC) through Southern Oregon University Pre-College Programs offers students the opportunity to begin a university education while still in high school, without traveling to a university campus. Students take these SOU-approved classes at their high school and most may earn up to 8 SOU college credits per year-long class at a steeply reduced tuition rate. To learn more about the ASC program and its benefits, as well as how and when to register, visit our website at <http://inside.sou.edu/youth/asc/index.html>

HOW TO REGISTER



REGISTRATION DETAILS

- Start your registration by going to <http://inside.sou.edu/youth/asc/index.html>
- **Tuition is \$50 per credit (or \$200 total for a 4-credit course). Maximum 20 credits earned per student allowed per term.**
- Course name, Course Reference Number (CRN), and course information is available from your instructor, and in the online registration form under the “**Sections**” tab. (If you select a class that has a lab, you must also select that lab from the “**Labs**” tab.)
- We will register you **after** we receive your **submitted** registration form and full payment (or scholarship confirmation.)
- Please note that there is **no** retroactive registration. You may only register for the college credit during that term's registration period that it is currently being offered. Once a term registration deadline has passed, SOU cannot retroactively register you for credits.
- If you have a partial or full scholarship from your school or other organization, you will select **Scholarship** in the **Payment** tab and name that organization so we know whom to contact for payment. Scholarship organizations pay at the full rate, not at the Waiver rate. For partial scholarships, once we confirm your scholarship, we will then follow up with you through the contact info you have listed during registration to request payment of any remaining balance due. If the balance remains unpaid, your registration will be canceled.
- **Most ASC courses are offered in two 4-credit sections.** This means you will register and pay for credit **twice** during the school year. Please check with your high school instructor to find out more and adhere to the deadlines below to register at the correct time of year.
- Need more information to decide whether to register?
See our FAQ page: <https://inside.sou.edu/youth/asc/questions.html>

2023-24 DEADLINES AND IMPORTANT DATES

High School Semester	Fall Semester	Spring Semester	
SOU Term/Quarter	Fall 2023	Winter 2024	Spring 2024
Registration and Payment Due to SOU	October 13, 2023	February 12, 2024	April 17, 2024
<u>Latest</u> drop date for full refund, no grade penalty. No refunds after this date.	October 27, 2023	February 26, 2024	May 1, 2024
<u>Latest</u> drop date for “WD” on transcript (“Withdrawn” on transcript- no effect on GPA, no refund)	December 4, 2023	March 11, 2024	June 3, 2024

ASC REDUCED TUITION (WAIVER) PROGRAM

AVAILABLE TO INCOME-QUALIFYING STUDENTS WHOSE CREDITS ARE NOT BEING PAID FOR BY SCHOLARSHIPS

Students (not attending Medford School District) whose family meets the Federal Income Guidelines (**see chart below**) for the free and reduced-price meal program (**AND** have submitted the appropriate paperwork with their school) may register online for **ONE** course per term (including a lab section if applicable) at the discounted rate of \$50 total. SOU will contact your school to confirm your Free/Reduced Meal status before we register you. **If you are taking multiple ASC courses, please submit your waiver class as a separate registration from your other full-rate courses for the term.**

Household Size	Annual Limit	Monthly Limit	Twice-Monthly Limit	Every-Two-Weeks Limit	Weekly Limit
-1-	26,973	2248	1124	1038	519
-2-	36,482	3041	1521	1404	702
-3-	45,991	3833	1917	1769	885
-4-	55,500	4625	2313	2135	1068
-5-	65,009	5418	2709	2501	1251
-6-	74,518	6210	3105	2867	1434
-7-	84,027	7003	3502	3232	1616
-8-	93,536	7795	3898	3598	1799
For each add'l household member add...	+ 9509	+793	+397	+366	+183

You meet the Federal Income Guidelines for free or reduced-price meals if your household income falls at or below the limits on this chart for the 2023-24 School Year.

MEDFORD SCHOOL DISTRICT SCHOLARSHIP

This year's district-wide "free meals" status alone is not enough to qualify you as eligible for the MSD scholarship.

Only students who have submitted the MSD Financial Hardship Declaration form <https://www.medford.k12.or.us/Page/6903> through their high school, and have been approved by the MSD as meeting the fee waiver criteria will have their ASC credits paid for in full by the Medford School District. We must confirm with MSD that you have an approved form on file with them before completing your registration. If you do not already have this form on file with MSD, you must submit one through your school before claiming that scholarship during your ASC registration. Anyone not confirmed as having an approved form on file by the time of registration will owe the balance for their ASC credits.

EAGLE POINT SCHOOL DISTRICT SCHOLARSHIP

This year's district-wide "free meals" status alone is not enough to qualify you as eligible for the EPHS scholarship.

Only students who have submitted the Eagle Point Registration Form at https://docs.google.com/forms/d/e/1FAIpQLSdl-7_Y_Pd81kg0yumGWw4R6TBmnOpATxqzJzroDo1KNMOvGg/viewform through their high school, and have been approved by the the district as meeting the fee waiver criteria will have their ASC credits paid for at 50% by the EPHS, while student pays the remaining 50%. We must confirm with EPHS that you have an approved form on file with them before completing your registration. If you do not already have this form on file with EPHS, you must submit one before claiming that scholarship during your ASC registration. Anyone not confirmed as having an approved form on file by the time of registration will owe the balance for their ASC credits.

TAX INFORMATION

SOU does not require the disclosure of the student's Social Security Number (SSN) on the Registration Form. If your family is paying for your credits, and wish to receive a 1098-T (as outlined in the IRS Code section 6050S) in order to claim this expense on their taxes, we must have the student's SSN for reporting qualified tuition. If you haven't previously submitted a W-9S form to SOU, the student should complete Part I only of the **W-9S taxform** (<https://www.irs.gov/pub/irs-pdf/fw9s.pdf>) by entering the **student's name** and **SSN**. Print and return the W-9S form to SOU Business Services Attn: Tina Cripe, 1250 Siskiyou Blvd, Ashland OR 97520. *Please note that SOU and/or SOU Youth Programs cannot give tax advice; please seek the assistance of your tax professional.* This form only needs to be filled out once in the time a student is taking ASC courses. **If you choose not to attempt to claim the tuition tax credit, there is no penalty for not providing a social security number or filing a W-9S form.**

**SOU Pre-College Programs * Outreach & Engagement * 1250 Siskiyou Blvd. Ashland, OR 97520
541-552-6452 inside.sou.edu/youth/asc youthprograms@sou.edu**

CLASS DROP AND TRANSCRIPT INFORMATION

DROPPING CREDITS AFTER REGISTRATION: If you need to drop ASC credits after registration, the **student** must submit a written request by email to our office by the deadline listed in the chart above. ASC grades become part of your permanent college record, so make use of these dates if you are struggling in your class(es).

VIEWING AND ORDERING TRANSCRIPTS: **Only students can order and/or view their SOU transcript.** Please visit our website, <https://inside.sou.edu/youth/asc/grades.html>, for more information on ordering an official transcript and/or viewing an unofficial transcript.