**EBUS Partnership Requirements**

**Partnering High School must:**

* Be at least 5 years old with documented proof of a successful academic track record that attracts top students.
* Have the basic classroom supplies to support the program (i.e. Instructional DVDs, classroom maps)
* Have adequate enrollment to sustain the cost of the partnership (at least 100 students)
* Have a viable U.S. recognized academic high school curriculum and written school policies that demonstrate rigorous academic and disciplinary standards
* Have challenging high school entrance requirements and appropriate enrollment processes in place
* Provide official high school transcripts, exit exam scores if applicable, and diploma for all high school students applying for U.S. college admission upon completion of high school program.
* Collaborate with and get advanced approval from Coastline for all advertising and recruitment materials
* Have the ability to facilitate the ordering of college textbooks.
* Have adequate technology in place to support the needs of the EBUS program – including computer labs with at least 30 stations, high-powered computers (with CD/DVD , speakers, headphones, microphone, webcam) to support appropriate educational software programs, high-speed Internet connections, speakers, projectors and screens in classrooms for use with laptops, and meet the technology requirements outlined on the attached document.
* Allow students to have personal laptops at school with Wi-Fi
* Have computer labs accessible to students outside of classroom time, including weekends if needed. Computer labs need to be open to students several hours a day and (if applicable) on weekends and provide Wi-Fi for student laptops if necessary
* Provide alternative scheduling for students who withdraw from college credit classes mid-semester or who are not enrolled in college curriculum courses
* Provide Coastline the high school curriculum, how it is assessed, what constitutes success, how much homework is expected, etc.
* Work with Coastline to align high school curriculum with college credit curriculum
* Agree that the Coastline and the high school shall both confirm their academic calendars 6 months prior to each academic year, and only upon mutual agreement, are permitted to

change the calendar.

* Provide the criteria for hiring high school faculty
* Include in the high school faculty job description:
	+ Ability to help in the facilitation of college online courses if needed
	+ Ability to supervise extracurricular student activities if needed
* Show of support for high school faculty in-service training in English, use of the college’s Course Management System (Seaport), Student Management System (MyCCC) and the American educational system
* Agree to the terms and conditions set forth by Coastline Community College, the Coast Community College District, and their Board of Trustees. A standard agreement will be provided to interested partners outlining such conditions.
* Faculty offices