

**College Use Only**

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Transcript Received: ☐ Yes ☐ NoDocumentation Filed: ☐ Yes ☐ No**HIGH SCHOOL ELIGIBILITY VERIFICATION FORM**Student Information

Semester/Term: \_\_\_\_\_

Excel CTE Program: \_\_\_\_\_

Student Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

High School Name: \_\_\_\_\_

School District: \_\_\_\_\_

Classification of student (Junior, Senior): \_\_\_\_\_

Eligibility Requirements Attestation

I, the undersigned representative of the above-named high school, certify that the student listed above meets the following eligibility requirements for enrollment in an Excel in CTE eligible course:

- ☐ The student has earned at least one-half (1/2) of the total credits required for graduation in this school district
- ☐ The student has achieved a minimum cumulative GPA of 2.0 on a 4.0 scale (or equivalent).
- ☐ A current official or unofficial transcript is attached to this form as a documentation verifying the student's GPA and earned credits.

Certification

I affirm that the information provided above is accurate and supported by official school records. This attestation is provided to the partnering college for compliance, documentation, and audit purposes.

High School Representative Information

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

Title/Position: \_\_\_\_\_

Contact Email/Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Retention Requirements

*The college is responsible for retaining the completed attestation form and the attached transcript for each participating student for documentation and audit purposes*

Statement of Compliance

*These requirements are implemented in accordance with HB2513, Section 114(a), and apply to all Kansas Community and Technical Colleges and partnering high schools beginning Fall 2026. This form and the required data tracking is reflective of the changes enacted through House bill 2513.*

Please return the completed form one of the following locations:

**Technical Center:** hcctc@highlandcc.edu or **Western Center:** westerncenter@highlandcc.edu