

File: 15

## DUAL ENROLLMENT POLICY

College (or university) courses may be taken to enhance a student's educational experience. A dual enrollment course refers to a college course taken at a participating college for credit at both the high school and the college. All dual enrollment courses must be approved by the student's guidance counselor, the building principal, and the Superintendent of Schools (or his designee) using the district's Dual Enrollment Form. Students and their families are responsible for tuition, fees, books, etc.

### Student Eligibility for Participation

1. The student must be a junior or senior.
2. The student must be making satisfactory progress toward fulfilling high school graduation requirements:
  - seniors must have a minimum of 90 credits earned by the beginning of their senior year;
  - juniors must have a minimum of 60 credits by the beginning of their junior year.
3. The student must have a minimum grade point average (GPA) of 2.5.

### Limitations to Enrollment

Students may only enroll in college courses that are not offered or cannot be scheduled at the high school. Online, development/remedial, ELL, and non-credit courses cannot be taken for high school credit.

Students will not be allowed to earn high school credit for more than four college classes (two per semester) through dual enrollment per academic year.

High school graduation requirements take precedence over college classes. In other words, if there is a scheduling conflict between a dual enrollment course and a course fulfilling high school graduation requirements, the student cannot take the college class.

### Credit

Students must successfully complete the college course in order to earn high school credit for a dual enrollment course. Students are required to request an official copy of their transcript to be forwarded to their guidance counselor.

A three or four credit college course will translate to one high school course.

The high school transcript will indicate course name and credit earned and will indicate that the course was a "Dual Enrollment" course. All dual enrollment courses that a student takes and passes will be averaged in the student's GPA. Grades earned will be weighted as Advanced Placement (AP) value.

1st reading: May 16, 2018

2nd reading: June 6, 2018