

**STANDARD DUAL ENROLLMENT ARTICULATION AGREEMENT
FOR OUT-OF-DISTRICT HOME EDUCATION STUDENT
AND SANTA FE COLLEGE**

This AGREEMENT is made between _____ (“Student”),
_____ (“Parent/Guardian”), and The District Board of Trustees of Santa Fe College, Florida (“College”).

WHEREAS, the Legislature intends for home education students to have opportunities consistent with those available to public and private secondary school students, including participating in dual enrollment programs (Section 1002.41(6), F.S.); and WHEREAS, the College offers a Dual Enrollment Program that is an acceleration program in which eligible secondary students or home education students are enrolled in postsecondary courses and simultaneously earn credits toward high school completion and a career certificate or an associate or baccalaureate degree (Section 1007.271(1), F.S.); and

WHEREAS, this agreement is intended for home education students who have not affiliated with an applicable school board with which the College has an existing agreement or registered as a diploma-seeking student; and

WHEREAS, an eligible home education student is a secondary student who meets the criteria of Section 1007.271(13)(a), F.S.; and

WHEREAS, the College, each home education student, and each student’s parent/guardian shall enter into a home education articulation agreement (Section 1007.271(13)(b), F.S.); and

WHEREAS, the College may establish additional initial student eligibility requirements to ensure student readiness, and such requirements shall be included in the dual enrollment articulation agreement (Section 1007.271(3), F.S.); and

WHEREAS, the parties desire to enter into a dual enrollment articulation agreement to set forth the terms of the High School Dual Enrollment Program (“Dual Enrollment Program”); and

WHEREAS, Student resides outside the College’s service area (Section 1000.21(3)(x), F.S.), but the parties wish to provide eligible students with access to College’s Dual Enrollment Program when approved by the Florida College System institution serving the student’s county;

NOW THEREFORE, in consideration of the mutual promises stated herein, Student, Parent/Guardian, and the College agree as follows:

1. The following Dual Enrollment definitions are agreed upon for the purpose of this Agreement:

Early Admission shall be the full-time enrollment of eligible 11th and 12th grade home education students who have all college level scores on the PERT, ACT or SAT. Early Admission students are registered in college courses that are creditable toward an associate or baccalaureate degree. Early Admission students will meet the College's definition of full-time (12 credit hours).

Academic Dual Enrollment shall be the part-time or full-time enrollment of eligible 11th and 12th grade home education students who have college level scores on the PERT, ACT, or SAT in at least one area. These students are registered in college courses that are creditable toward an associate or baccalaureate degree.

Fine Arts Dual Enrollment shall be the part-time or full-time enrollment of eligible 11th and 12th grade home education students. These students may explore their talents by registering for college courses in studio art, dance, music, and theatre. Course eligibility is based on the required cut off scores for the PERT, SAT, or ACT. Fine Arts Dual Enrollment students are eligible for college academic courses only if their PERT, ACT or SAT indicate they are at college level.

Career and Technical Education Dual Enrollment shall be the part-time or full-time enrollment of eligible 11th and 12th grade home education students. Career and Technical Education Programs offer opportunities in the areas of Business, Information Technology, Early Childhood Education, Health Related Occupations, Public Safety, and Construction and Technical Programs. High school students are generally not eligible for the College's limited access programs, but they may enroll in the prerequisites for those programs if their college placement scores indicate eligibility.

2. The selection of Early Admission and Dual Enrollment students will be determined by the Director of the High School Dual Enrollment Program ("Director") or designee. Student shall submit a Program Application and proof of enrollment in a home education program that meets the requirements of Section 1002.41, F.S. (See Section 1007.271(13)(a)1, F.S.). With the submission of the Program's application, all Out-of-District Home Education students must submit a release letter from the Florida College Institution in their home district, as well as a letter from the School Board in the same district, identifying the student as a Home Education student in good standing and granting permission for the student to enroll in the Dual Enrollment Program. Students who transfer to a public school seeking a public school diploma will be given one semester to pass the 10th grade ELA FSA exam or provide concordant scores on the ACT or SAT.
3. The College will administer a college placement test at no charge to prospective Dual Enrollment students when needed, as well as additional placement testing required for admission to specific programs at the College and verify that students meet admission standards. Students seeking to enroll in college credit coursework must meet the same placement test score requirements as all postsecondary students.

4. If after enrollment in the Dual Enrollment Program, Student later registers with a School Board to seek a public high school diploma, Student may remain in the Dual Enrollment Program provided the School Board has an articulation agreement with College and Student meets requirements as set forth in the agreement with the School Board. Student must disclose change of enrollment status to the Dual Enrollment Office immediately after enrolling in the public school.
5. If after enrollment in the Dual Enrollment Program, Student later registers with a private school, Student may remain in the Dual Enrollment Program if the private school has an articulation agreement in place with College and Student meets the requirements as set forth in that agreement. Student must disclose change of enrollment status to the Dual Enrollment Program immediately after enrolling in the private school.
6. Home education students may attend the Dual Enrollment Program through the spring semester of their senior year. Students may not extend their participation in the Dual Enrollment Program beyond their expected date of completion of their home education program. Home education students who enter into their fifth year of high school (commonly referred to as “fifth year seniors”) are not eligible for Dual Enrollment
7. Students must maintain a “C” or better in each class to remain in the Program.
8. Dual Enrollment Programs are designed for students who have a level of maturity and responsibility appropriate for a college campus. Dual Enrollment students will be enrolled in classes with the general student body population, which includes people of diverse ages and backgrounds, and they should have social skills sufficient to interact with fellow classmates and professors. Students who have not demonstrated such maturity based on conduct and disciplinary history, attendance records, and other available information may be denied admission or be removed from the program at the discretion of the Director.

While appropriate for college level study, course materials/class discussions may reflect topics not typically included in secondary courses, which some parents may find objectionable for minors. Instructors may not be aware that minor children are in the classroom. College courses will not be modified to accommodate variations in student age and/or maturity. College faculty have academic freedom and may discuss or investigate controversial issues as part of the class.

Students should understand that the amount of work necessary to succeed in Dual Enrollment courses may be greater than in high school courses. Grades from Dual Enrollment courses become part of a student’s permanent academic record and are calculated into the student’s permanent postsecondary GPA. This academic record can have long lasting consequences including admission to a university, academic standing, and financial aid eligibility.

Regardless of academic performance, the College may remove a student from the Dual Enrollment Program if the Director determines that the student exhibits immature

behaviors or is inappropriate or is disruptive to the learning process such that the progress of other students or the efficient administration of the course is hindered. The decision of the Director may be appealed to the Provost of the College; the Provost's decision shall be final.

9. Dual Enrollment home education students are exempt from paying instructional materials and registration fees, including but not limited to tuition, activity and service, capital improvement, laboratory, application, and all other fees collected during the registration process (Section 1007.271(16), F.S. Section 6A-14.054(11), F.A.C.). Instructional materials will be loaned to the student.
10. Student is responsible for timely returning all instructional materials assigned for use within courses (Section 1007.271(13)(a)2, F.S.). Instructional materials are defined in Section 1006.29(2), F.S., and shall include, but not be limited to, textbooks, consumables, and online codes. Any unreturned loaned instructional materials will be deemed to be a financial obligation owed to Santa Fe College and may result in cancellation or prevention of registration as well as any other penalties set forth in College Rule 7.28.
11. The Dual Enrollment Program Advisement and Guidance Specialists will act as intermediaries between parents/guardians and College faculty and will comply with the Family Educational Rights and Privacy Act (FERPA). Because the High School Dual Enrollment Program wishes to foster student independence and responsibility, parents/guardians are strongly discouraged from directly contacting College faculty to discuss their children.
12. College's Dual Enrollment Advisement and Guidance Specialists or a designee will monitor academic progress and student attendance. However, the Dual Enrollment Program is dependent on College faculty to submit information on the College's academic monitoring system. Advisement and Guidance Specialists or a designee will provide support services and contact parents if performance is unsatisfactory.
13. Students shall be responsible for their own transportation.
14. The College shall forward a transcript to Student's home unless Student has delinquent financial obligations.
15. Students graduating from the College with a degree or a Postsecondary Certificate will be permitted to participate in the College's graduation ceremony.
16. Students and parents should recognize the expertise and experience of the Dual Enrollment Advisement and Guidance Specialist with regard to appropriate course selection and maximum semester hours. The Dual Enrollment student is establishing a permanent college transcript which could negatively impact future university admissions and financial aid eligibility.

17. The Dual Enrollment Advisement and Guidance Specialist(s) will utilize the state's Dual Enrollment Course Equivalency List and the wide array of college courses to provide students access to postsecondary curriculum. Section 1007.271(14), F.S., states that the Department of Education shall approve any course for inclusion in the Dual Enrollment Program that is contained within the Statewide Course Numbering System. The College has had relatively few restrictions on college courses available to high school students. Generally, restrictions include the core curriculum of the highly competitive health sciences programs, and other programs that are considered limited access programs. The College reserves the right to limit Dual Enrollment participation in these areas. Course offerings may be added, revised, or deleted at any time.
18. Parents/guardians are not permitted to attend class with Student.
19. Students with IEP or 504 Plans who wish to request accommodations may submit the appropriate paperwork, such as an accommodation plan, psychological evaluation, or 504 eligibility plan, so that accommodations can be arranged through the College's Disabilities Resource Center (DRC) in accordance with the laws governing students with disabilities at postsecondary institutions. Accommodations will not be granted retroactively so it benefits the student to submit appropriate paperwork as early as possible.
20. Home education students enrolled in the College's Dual Enrollment Program shall be deemed students of the College as to the academic and disciplinary rules. Student follows the College calendar, grading system, and attendance policies. While on the Santa Fe College campus or while performing educational requirements associated with College coursework, Student is subject to the rules and regulations of the College. Students must be aware of and abide by Santa Fe College's Student Conduct Code, including the academic dishonesty policy, which prohibits cheating, plagiarism, fabrication, and other unauthorized acts.
21. Credit earned by the Student through Dual Enrollment shall apply toward the completion of a home education program as defined in Section 1002.41, F.S. (Section 1007.27(4), F.S.).
22. The Department of Education developed the following statement on transfer guarantees pursuant to Section 1007.271(15), F.S. The purpose of the statement is to inform students and parents of the potential for the dual enrollment course to articulate as an elective or general education course into a postsecondary education certificate or degree program.

For those home education students who may seek a public school diploma, dual enrollment courses will receive the same weighting for the high school grade point average as Advanced Placement (AP), International Baccalaureate (IB), and Advanced International Certificate of Education (AICE) courses. In addition, Dual Enrollment courses that meet core state university admission requirements in English/Language Arts, Mathematics, Natural Sciences, Social Sciences, or World Languages shall receive the

same weighting as AP, IB, and AICE courses in the calculation of the high school grade point average used for admission decisions.

- 23. Florida Dual Enrollment college credit will transfer to any Florida public college or university offering the Statewide Course Numbering System course number, and must be treated as though taken at the receiving institution. However, if students do not attend the same college or university where they earned the Dual Enrollment credit, the application of transfer credit to general education, prerequisite, and degree programs may vary at the receiving institution. Private and out-of-state colleges and universities may or may not grant college credit for courses taken through Dual Enrollment.
- 24. This agreement shall become effective on the first day of Student's first semester in the Dual Enrollment Program. The Agreement shall remain in effect as long as the student remains eligible and enrolled in the Dual Enrollment Program and unless it terminates due to any one of the following events: (a) the Student registers with the School Board as a diploma-seeking student, (b) the Student receives a high school diploma or completes the home education program, (c) the Student exits or is removed from the Dual Enrollment Program, or (d) the Agreement is terminated as provided herein.
- 25. Either party may terminate the agreement immediately upon written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates shown below and submit they have the legal authority to commit the parties to this Agreement.

**The District Board of Trustees of
Santa Fe College, Florida**

**The Home Education Parent/Guardian
Of _____ County**

By: _____
Edward T. Bonahue, Ph.D.
Provost and Vice President,
Academic Affairs

By: _____
Printed Name: _____

Date: _____

Date: _____

**The Home Education Student
Of _____ County**

By: _____

Printed Name: _____

Date: _____