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MEMORANDUM

TO: Florida College System Institutions
State University System Institutions
District Sponsored Career and Technical Colleges
Independent Colleges and Universities of Florida

FROM: Elizabeth Moya, Assistant Vice Chancellor for Articulation & Career Education Policy

DATE: June 1, 2021

SUBJECT: Annual Submission of Dual Enrollment Articulation Agreements

Florida's academic and career dual enrollment programs allow high school students to pursue advanced curricula that is applicable to high school graduation requirements and a postsecondary certificate or degree. This acceleration mechanism continues to be one of the most popular among Florida high school students, serving as a conduit to college and career. This could not be possible without the hard work of our secondary and postsecondary partners.

As we all look to the end of a historic school year, the Office of Articulation would like to thank our partners in dual enrollment for your continued support and success in providing this opportunity to Florida's students. We would also like to provide a few reminders moving into the 2021-2022 academic year.

- Florida College System (FCS) institutions ([s. 1007.271\(21\), F.S.](#)) and District Sponsored Career Centers ([s. 1007.271\(7\), F.S.](#)) are required to have a dual enrollment articulation agreement with each public school district or high school in their service area.
- FCS institutions may establish additional agreements with districts outside of their service area.
- State University System (SUS) institutions and eligible Independent Colleges and Universities of Florida (ICUF) institution may also enter into an agreement with any school district that wishes to offer this opportunity to their students.
- Public postsecondary institutions must enter into a dual enrollment articulation agreement with any private school that is eligible to participate pursuant to [s. 1011.62\(1\)\(i\), F.S.](#), as well as any eligible student enrolled in a home education program pursuant to [s. 1002.41\(6\), F.S.](#)
- FCS and ICUF institutions offering eligible career certificate programs are encouraged to include these programs as a part of their dual enrollment articulation agreements.

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While many institutions choose to submit a private school dual enrollment articulation agreement to our office, we would highly encourage you to submit any school specific agreements that are established.

Requirements specific to private secondary school articulation agreements are provided in [s. 1007.271\(24\), F.S.](#) and include:

- A delineation of the courses and programs available to the private school student.
- The initial and continued eligibility requirements for private school student participation, not to exceed those required of other dually or dual enrollment students.
- The student's responsibilities for providing his or her own instructional materials and transportation.
- A provision clarifying that the private school will award appropriate credit toward high school completion for the postsecondary course under the dual enrollment program.
- A provision expressing that costs associated with tuition and fees, including registration and laboratory fees, will not be passed along to the student.

Home school dual enrollment articulation agreement guidelines are available in [s. 1007.271\(13\), F.S.](#), and must also be submitted to our office. For privacy reasons, individual home school student agreements should not be submitted.

Home school articulation agreements must include:

- A delineation of courses and programs available to dually or dual enrolled home education students. Any course or program limitations may not exceed the limitations for other dually or dual enrolled students.
- The initial and continued eligibility requirements for home education student participation, not to exceed those required of other dually or dual enrolled students. High school grade point average may not be required for home education students who meet the minimum score on a common placement test adopted by the State Board of Education which indicates that the student is ready for college-level coursework. However, home education student eligibility requirements for continued enrollment in dual enrollment courses must include the maintenance of the minimum postsecondary grade point average established by the postsecondary institution.
- The student's responsibility for providing his or her own transportation.
- A copy of the statement on transfer guarantees developed by the Department of Education under [s. 1007.271\(15\), F.S.](#)

The 2021 legislative session brought enhancements to the dual enrollment program. The Department is currently evaluating the changes as we await the governor's action. At this time, please plan on submitting your agreements as they relate to current law. Additional guidelines are forthcoming, and we will work with all stakeholders to accept amendments to institutions' agreements.

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All dual enrollment articulation agreements are due to the Office of Articulation by August 1st of each year for all institutions mentioned above as being required to have established agreements. Completed agreements should be submitted to our office electronically through the [Dual Enrollment Articulation Agreement Submission Site](#).

Sample formats are available at <http://www.fldoe.org/policy/articulation/dual-enrollment-agreements.stml>.

If you have any questions, please contact the Office of Articulation at Articulation@fldoe.org or 850-245-0427.

EM/aw

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