

Dual Enrollment Articulation Agreement Submission Site

Submitter:

Agreement Effective Date: 8/1/2020

Representing:

Career and Technical Center: Suncoast Technical Education Center

District(s) the Agreement(s) include
Hernando County Schools

Type of Dual Enrollment Articulation Agreement for Submission

Public Postsecondary Institution – School District

(A) Public Postsecondary Institution Agreement with Public School Districts

Each district school superintendent and each public postsecondary institution president shall develop a comprehensive dual enrollment articulation agreement for the respective school district and postsecondary institution. The superintendent and president shall establish an articulation committee for the purpose of developing the agreement. Each state university president may designate a university representative to participate in the development of a dual enrollment articulation agreement. A dual enrollment articulation agreement shall be completed and submitted annually by the postsecondary institution to the Department of Education on or before August 1.

1. A ratification or modification of all existing articulation agreements.

The Agreement is entered into by and between Suncoast Technical Education Center and Hernando County School District and the Public High Schools of Hernando County School District. The agreement shall govern the eligibility and enrollment of the students and the administration of the technical courses offered via dual enrollment effective July 1, 2020 and ending June 30, 2021. The agreement shall be revised and renewed on an annual basis. The Hernando County School District Superintendent or designee, and the Supervisor of Adult & Technical Education or designee, shall conduct the annual renewal by presenting any revisions for the adoption to the school district. The Agreement, once signed by both parties and submitted to the State, can only be amended in accordance with Florida Rules and will remain in effect throughout the academic year for which it was established. All parties agree to abide by any Florida Department of education rule changes, regarding Career Dual Enrollment credit.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program.

Students and parents are notified of the option to participate in Dual Enrollment during annual academic planning in middle school and high school. Students and parents also receive information concerning Dual Enrollment opportunities through the following: individual student advisement with the school Guidance Counselors, the Hernando County School District's Student Progression Plan and School Procedures Handbook, HCSD website, Suncoast Technical Education Center website, and other district communications including social media.

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3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

Career dual enrollment programs offered that will lead to an approved Industry Certification from the Funding List of s.1008.44, F.S. are as follows:

Applied Cybersecurity v100300
Automotive Service T400700
Heating, Ventilation, Air C400410
Welding Technology J400400

4. A description of the process by which students and their parents exercise options to participate in the dual enrollment program.

Due to space constrictions within the programs, places will be allocated to dual enrollment students based on budget and available seats. A wait list will be developed - students will be allocated a place based on the following criteria:

1. They are still meet the eligibility requirements.
2. If enrolled they would be able to complete the dual enrollment course prior to graduating high school.
3. Allocation for placement will be given on a first come first served basis.

Exceptions may be made based on seat availability and/or Dual Enrollment budget constraints.

5. A list of any additional initial student eligibility requirements for participation in the dual enrollment program.

Students must be at least 16 years of age, have a minimum 2.0 unweighted GPA and be on target for graduation. Attendance and discipline records must be satisfactory. Recommendation for the application process to Suncoast Technical Education Center will be through school guidance counselors

6. A delineation of the high school credit earned for the passage of each dual enrollment course.

A delineation of the high school credit earned for the completion of each career dual enrollment course and program will provide a clock hour to credit hour equivalency. The high school credit will only be awarded upon successful completion of the entire postsecondary course. The weighting for the dual enrollment courses will be weighted inline with Advanced Placement, International Baccalaureate, and Advanced International Certificate of Education courses in calculating the GPA.

7. A description of the process for informing students and their parents of college-level course expectations.

Hernando County School District staff shall inform all eligible secondary students and their parents of career dual enrollment as an educational option and mechanism for acceleration, including the eligibility criteria for taking a postsecondary career certificate course.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Per s. 1007.271(3), F.S. will allow an exception to entrance based on grade point average to the agreement on the recommendation of all parties. Consideration is on a case by case basis.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution.

Any interested students should be prepared to visit the program and instructor prior to beginning the registration process for the career certificate program.

10. Exceptions, if any, to the professional rules, guidelines, and expectations stated in the faculty or adjunct faculty handbook for the postsecondary institution.

N/A

11. Exceptions, if any, to the rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members.

N/A

12. The responsibilities of the school district regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program.

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The initial screening of potential applicants shall be the responsibility of high school guidance counselors to determine career readiness, appropriate GPA, attendance and behavior records. Reports will be provided throughout the sessions to high school counselors regarding the progress of all students. The Suncoast Technical Education Center administrative team will review progress throughout each session and take steps to ensure students stay on track. A sufficient GPA must be maintained throughout.

13. The responsibilities of the postsecondary institution regarding the transmission of student grades in dual enrollment courses to the school district.

Suncoast Technical Education Center will enter grades and transmit to the school data entry at the school of record. Grades for dual enrollment will be entered on both the student's high school transcript and the postsecondary transcript. Credit hours upon completion of the courses transmission of the grades will be sent to the school of record in Hernando County School District.

14. A funding provision that delineates costs incurred by each entity.

For dual enrollment career course, the Hernando County School District will pay costs such as books, lab fees and certifications associated with each program. These shall be payable prior to the start of each session in full to Suncoast Technical Education Center.

15. Any institutional responsibilities for student transportation, if provided.

Dual enrollment students are responsible for arranging and paying for transportation to and from Suncoast Technical Education Center as well as all other dual enrollment related transportation.

Parents/guardians assume all financial responsibility and liability for dual enrollment related transportation.

16. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1) (i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

Suncoast Technical Education Center assures students with disabilities equal access as described in Section 504 and 508 of the Rehabilitation Act of 1973 and in compliance with the Americans with Disabilities Act Amendments Act of 2008 (ADAAA).

A student must satisfy the definition of a disability as established by the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Section 504 defines a disability as a condition which substantially limits one or more major life activities such as learning, walking, seeing, hearing, breathing, caring for oneself, and working. To be eligible for accommodations, a student must provide

appropriate documentation of each disability that demonstrates an accompanying substantial limitation to one or more major life activities. To obtain services and accommodations, current documentation is required (within 5 years) and must be presented to Student Services.