Submitter:
Agreement Effective Date: 8/1/2022

Representing:
Florida College: The College of the Florida Keys

District(s) the Agreement(s) include
Monroe 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.
WHEREAS, Florida Statute 1007.271 specifies the development of district dual enrollment agreements between the School Board of Monroe County, Florida and the District Board of Trustees of The College of the Florida Keys for the purpose of providing a primary framework within which all future interinstitutional objectives and activities shall be described, and

WHEREAS, the School Board of Monroe County, Florida hereinafter referred to as “MCSD”, and the District Board of Trustees of The College of the Florida Keys, hereinafter referred to as “CFK” desire to implement the above statute, an articulation committee with representation from MCSD and CFK shall be established. A committee shall be formed by MCSD and CFK and shall review the dual enrollment articulation agreement. The dual enrollment articulation committee shall consist of at least one member appointed by the Superintendent of MCSD and one member appointed by the President of CFK. The committee will vet the agreement with pertinent members of each institution and recommend the agreement to each Board.

For the 2022-2023 dual enrollment articulation agreement, the dual enrollment articulation committee consisted of the Executive Director of Assessment and Accountability (MCSD) and the Vice President of Academic Affairs (CFK). Each member of the committee worked with internal constituents of their institution to come up with proposed modifications to the agreement. The committee negotiated and drafted the dual enrollment articulation agreement. The dual enrollment articulation agreement shall be reviewed and approved by the MCSD Superintendent, the CFK President, and the respective Boards.

The term of this agreement shall commence August 1, 2022, and end July 31, 2023. This agreement shall continue for annual terms beginning August 1, 2022 unless terminated as hereinafter provided.

A. MCSD and CFK shall review jointly this agreement and performances of parties hereunder each year in order to assure both parties that it continues to serve their mutual interest.

B. Either party shall have the right to terminate this agreement by delivery of written notice to the other party not less than ninety (90) days prior to the effective date of said termination.

NOW, THEREFORE, MCSD and CFK for the consideration hereinafter described, agree as follows:

The signing of this agreement shall attest to the ratification of the dual enrollment agreement between MCSD and CFK.

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

CFK and MCSD will engage in an extensive joint public relations campaign. Each year, prior to the beginning of the joint dual enrollment publicity campaign, MCSD administration will ascertain that principals and school counselors understand that facilitating dual enrollment participation is a priority of the District and CFK; CFK shall do likewise with its faculty and staff. In addition, MCSD will host school curriculum nights which present dual enrollment opportunities. Curriculum guides will be distributed by MCSD which will outline dual enrollment offerings. Information from these sessions will be shared with CFK.

CFK representatives will meet with each high school principal or designee to determine dates of school events at which Dual Enrollment can be promoted. At the events agreed upon by both parties, CFK representatives will notify students and parents of the option to participate in Dual Enrollment and the dual enrollment application process. The school principal or school counselors may ask CFK staff to be available to speak to students regarding dual enrollment opportunities. Included in these events will be a discussion of the purpose of Dual Enrollment, types of college degrees, career planning, and the implications of establishing a college transcript while still in high school. As freshman, students will be informed of eligibility criteria and options for taking dual enrollment courses beyond the regular school year, including taking classes during school hours, after school hours, and during the summer semester.

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.
Dual Enrollment Articulation Agreement Submission Site

Dual Enrollment is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a college credit certificate, an associate degree or baccalaureate degree. Dual Enrollment, an articulated acceleration mechanism between MCSD and CFK, shall serve to shorten the time necessary for students to complete the requirements associated with the conference of a degree, broaden the scope of curricular options available to students, and increase the depth of study available for a particular subject by offering college credit courses to eligible high school students as provided in the dual enrollment agreement. Students enrolled are exempt from the payment of tuition and laboratory fees.

The Early College Program is a form of Dual Enrollment permitting high school students to enroll in college courses on a full-time basis at CFK’s main campus or one of its centers. Early College Program students must be enrolled in their local high school and obtain advance approval from their high school principal to participate in the program ensuring that their college credits apply toward high school graduation. Participation in the Early College Program shall be limited to students in grades 11 and 12. A student must enroll full-time, with at least 12 college credit hours, each semester to participate in the Early College Program.

CFK and MCSD do hereby agree with each other as follows:

Course Offerings – College-level courses, including college credit and career and technical education credit, may be offered by CFK for high school students participating in Dual Enrollment. Students who meet the dual enrollment eligibility requirements shall be allowed to enroll in courses on the Dual Enrollment Equivalency List found here: Dual Enrollment Equivalency List. Courses on this list are guaranteed to satisfy high school graduation subject area requirements. Students may also enroll in other approved courses offered by CFK that are listed in the Statewide Course Numbering System. These courses will count as elective credit toward high school graduation unless otherwise listed below.

Courses of less than three (3) college credits, with the exception of courses designated as lab courses, shall not be eligible for Dual Enrollment. Courses with lab fees over $225 shall be excluded from eligibility for Dual Enrollment.

Approved courses shall be credit-bearing courses leading to the completion of a college credit certificate, an associate degree, or a baccalaureate degree and shall not include remedial or physical education skills courses.

Approval to enroll in a dual enrollment course does not guarantee applicability toward satisfaction of requirements for eligibility for Bright Futures scholarships.

4. A description of the process by which students and their parents exercise options to participate in the dual enrollment program.
Students and parents who wish to exercise their option to participate in Dual Enrollment must follow the enrollment process below. This procedure will appear on the CFK Dual Enrollment website. Dual enrollment students may sign up for courses during the same timeframe as traditional students.

A. Parents and students should evaluate and research the student’s education and career goals. The website www.floridashines.org is an excellent educational planning website.

B. Browse through the CFK catalog to identify the degree programs and courses that interest the student.

C. Meet with the high school counselor to discuss the student’s goals and the CFK accelerated education options that can help the student reach them.

D. Arrange for free college placement testing (PERT) or to have college placement test scores (ACT or SAT) sent to CFK if the student plans to enroll in college credit courses and has not taken an appropriate college placement test.

1. Students must make an appointment to take the PERT test.
2. To make an appointment, students must complete the PERT Authorization Form with their high school counselor and return it to CFK after completing the CFK Dual Enrollment Admission Application.
3. Alternatively, the high school counselor can call the testing coordinator at the appropriate campus to schedule an appointment and the student must show up thirty (30) minutes prior to testing with all completed forms.
4. Once the student has been assigned a student ID by CFK, they may take the PERT test.
5. Students are responsible for returning test scores to their high school counselor.

E. Complete all sections of the CFK Dual Enrollment Admission Application and Dual Enrollment Authorization Form and secure all the required signatures.

F. Submit completed CFK Dual Enrollment Admission Application to the CFK Admissions/Enrollment Office for processing.

G. Meet with a CFK Academic Advisor to review and approve suggested classes.

H. Submit Dual Enrollment Authorization Form with high school counselor approval to the CFK Admissions/Enrollment Office for processing.

I. Parents and students should familiarize themselves with CFK’s course drop and withdraw policies.

1. Students may drop from a course only during the published drop period. This effectively removes the course from the student’s transcript.
2. After the CFK drop period has passed, students may withdraw from the course up to the 70% point of the course. Students must follow the approved CFK drop and withdraw procedure. Courses from which students withdraw from will appear on the student’s transcript with a grade of a “W”.
3. For specific dates, please consult the academic calendar on the CFK website.

For students taking dual enrollment courses on the high school campus, a student must meet with their high school counselor prior to completing the CFK Dual Enrollment Admission Application. The CFK Dual Enrollment Admission Application includes certification of a student’s eligibility in regard to grade point average and assessment scores. A student must be fully registered at CFK to enroll in a dual enrollment course taught on the high school campus. Therefore, high schools may not list a dual enrollment course on a student’s high school schedule until CFK approves course rosters.

The CFK Dual Enrollment Admission Application should be completed by August 7th for fall semester enrollment, December 12th for spring semester enrollment, and May 4th for summer semester enrollment. Exceptions may be made for transfer students and course schedule adjustments on a case-by-case basis.

For students taking dual enrollment courses on the CFK campus, a student must meet with their high school counselor prior to completing the CFK Dual Enrollment Admission Application and submit the CFK Dual Enrollment Authorization Form to CFK.

MCSD will provide rosters for dual enrollment courses offered on their campus to the Office of Enrollment Services no later than two weeks from the start of their term.

MCSD instructors will enter their final grades via the CFK online services no later than three days from the end of their term.

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

N/A

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

High School credit will be awarded by MCSD as mandated by the current Dual Enrollment Equivalency List found here: Dual Enrollment Equivalency List. Any course in the Statewide Course Numbering System, with the exception of remedial courses and physical education skills courses, may be offered as Dual Enrollment. Three-credit (or equivalent) postsecondary courses taken through Dual Enrollment that are not listed in the Dual Enrollment Equivalency List shall be awarded at least 0.5 high school credits (postsecondary courses offered for fewer than three (3) credits may earn less than 0.5 high school credit), either as an elective or subject area credit as designated in this dual enrollment articulation agreement.

7. A description of the process for informing students and their parents of college-level course expectations.
Dual Enrollment Articulation Agreement Submission Site

CFK and MCSD will make use of jointly agreed-upon advising documents designed to inform students about college level expectations and to assist students with program planning and course decisions. This information is also covered in advising sessions.

A formalized process has been designed between the high school counselor and CFK. The information listed below has been added to the CFK Dual Enrollment Authorization Form and the CFK Dual Enrollment Admission Application.

A. Any letter grade below a "C" will not count as credit toward satisfaction of the requirements in Rule 6A-10.030, F.A.C.; however, all grades are calculated in a student’s GPA and will appear on their CFK transcript.

B. All grades, including "W" for withdrawal, become a part of the student’s permanent CFK transcript and may affect subsequent postsecondary admission.

C. While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses which some parents may object to for minors. Courses will not be modified to accommodate variations in student age and/or maturity.

D. Students should carefully select courses to meet degree requirements, including approved program common prerequisite courses, in order to minimize student and state costs for excess hours.

E. In order to continue participation in Dual Enrollment, students must maintain the high school grade point average required for initial enrollment.

F. Dual enrollment students should utilize the Degree Program Requirement resources provided on the Florida Shines web site (www.floridashines.org) or equivalent resource to minimize enrollment in a random selection of CFK courses.

Faculty Standards – CFK shall assume responsibility for the maintenance of the instructional quality (1007.235(2)(b)8 F.S.). Dual enrollment instructors teaching courses that are part of the high school schedule shall be MCSD instructors selected through mutual agreement between CFK and the respective high school principal or regularly employed faculty of CFK. Any instructor selected to teach Dual Enrollment will be designated as a faculty member of CFK and must adhere to the following standards:

(a) All full-time or adjunct faculty teaching dual enrollment courses must meet CFK’s faculty credentialing requirements that are in compliance with the Southern Association of Colleges and Schools Commission on Colleges’ Principles of Accreditation: Foundations for Quality Enhancement, 2018 Edition, section 6.2-A, for postsecondary instructors in the course and discipline in which they are teaching. These criteria apply to all faculty teaching postsecondary courses regardless of the physical location of the course being taught. CFK shall ensure faculty teaching dual enrollment courses meet these qualifications.

(b) Postsecondary transcripts of all full-time or adjunct faculty teaching dual enrollment courses must be filed with CFK, regardless of who employs or pays the faculty member’s salary. For dual enrollment courses taught on high school campuses, the faculty transcripts must be submitted to CFK for filing.

(c) CFK shall provide all full-time and adjunct faculty teaching dual enrollment courses with an electronic copy of the CFK Faculty Manual. Faculty shall adhere to the professional guidelines, rules, and expectations therein. Any exceptions to such requirements must be noted in this dual enrollment agreement.

(d) CFK shall provide all full-time and adjunct faculty teaching dual enrollment courses with a current electronic CFK Student Handbook detailing information that includes, but is not limited to, drop and withdrawal policies, student code of conduct, grading policies, and critical dates. Faculty shall adhere to the guidelines, rules, and expectations therein that apply to faculty. Any exceptions to such requirements must be noted in the dual enrollment agreement.

(e) CFK shall provide all adjunct faculty teaching dual enrollment courses with a full-time faculty contact or liaison in the same discipline.

(f) All full-time and adjunct faculty teaching dual enrollment courses, regardless of location of instruction, shall be observed by a designee of the college president and evaluated based on the same criteria used for all other full-time or adjunct faculty delivering college courses at CFK.

(g) CFK shall provide all full-time and adjunct faculty teaching dual enrollment courses with a copy of course plans and objectives for the college course they are teaching at least two weeks before the beginning of each semester. In addition, faculty shall be provided with information on additional requirements related to Rule 6A-10.030, F.A.C., if applicable. All course objectives and identified competencies must be included in the course plan and covered per the syllabus during the semester.

(h) All full-time and adjunct faculty teaching dual enrollment courses shall file a copy of their current course syllabus with CFK’s department chair prior to the start of each term. Content of the syllabus must meet the same criteria as required for all college courses offered at that institution.

Where applicable, each party shall ensure all instructors having contact with minors are in compliance with sections 1012.32, 1012.465 and, Florida Statutes (2005) as well as with the requirements of House Bill 1877, The Jessica Lunsford Act (2005).

Curriculum Standards – In compliance with CFK’s academic policies and Florida Rule 6A-14.064, F.A.C., the following curriculum standards shall be adhered to:

All courses taught as part of Dual Enrollment must meet the postsecondary course content requirement as specified in the Statewide Course Numbering System.

a) Dual enrollment courses taught on the high school campus must meet all competencies expected and outlined in the postsecondary course plan. To ensure equivalent rigor with on-campus courses, CFK shall be responsible for providing a comprehensive, cumu
8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

For students who do not meet the GPA requirements, the high school principal may make a recommendation to the Vice President of Academic Affairs to grant an exception. The high school principal will draft a letter providing evidence as to why an exception should be made for the individual student. The Vice President of Academic Affairs will decide based upon evidence presented by the principal which would indicate that the student is capable of academic success in a college level setting.

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

Students and parents who wish to exercise their option to participate in Dual Enrollment must follow the enrollment process below. This procedure will appear on the CFK Dual Enrollment website. Dual enrollment students may sign up for courses during the same time frame as traditional students.
A. Parents and students should evaluate and research the student’s education and career goals. The website www.floridashines.org is an excellent educational planning website.
B. Browse through the CFK catalog to identify the degree programs and courses that interest the student.
C. Meet with the high school counselor to discuss the student’s goals and the CFK accelerated education options that can help the student reach them.
D. Arrange for free college placement testing (PERT) or to have college placement test scores (ACT or SAT) sent to CFK if the student plans to enroll in college credit courses and has not taken an appropriate college placement test.
   1. Students must make an appointment to take the PERT test.
   2. To make an appointment, students must complete the PERT Authorization Form with their high school counselor and return it to CFK after completing the CFK Dual Enrollment Admission Application.
   3. Alternatively, the high school counselor can call the testing coordinator at the appropriate campus to schedule an appointment and the student must show up thirty (30) minutes prior to testing with all completed forms.
   4. Once the student has been assigned a student ID by CFK, they may take the PERT test.
   5. Students are responsible for returning test scores to their high school counselor.
E. Complete all sections of the CFK Dual Enrollment Admission Application and Dual Enrollment Authorization Form and secure all the required signatures.
F. Submit completed CFK Dual Enrollment Admission Application to the CFK Admissions/Enrollment Office for processing.
G. Meet with a CFK Academic Advisor to review and approve suggested classes.
H. Submit Dual Enrollment Authorization Form with high school counselor approval to the CFK Admissions/Enrollment Office for processing.
I. Parents and students should familiarize themselves with CFK’s course drop and withdraw policies.
   1. Students may drop from a course only during the published drop period. This effectively removes the course from the student’s transcript.
   2. After the CFK drop period has passed, students may withdraw from the course up to the 70% point of the course. Students must follow the approved CFK drop and withdraw procedure. Courses from which students withdraw from will appear on the student’s transcript with a grade of a “W”.
   3. For specific dates, please consult the academic calendar on the CFK website.

For students taking dual enrollment courses on the high school campus, a student must meet with their high school counselor prior to completing the CFK Dual Enrollment Admission Application. The CFK Dual Enrollment Admission Application includes certification of a student’s eligibility in regard to grade point average and assessment scores. A student must be fully registered at CFK to enroll in a dual enrollment course taught on the high school campus. Therefore, high schools may not list a dual enrollment course on a student’s high school schedule until CFK approves course rosters.

The CFK Dual Enrollment Admission Application should be completed by August 7th for fall semester enrollment, December 12th for spring semester enrollment, and May 4th for summer semester enrollment. Exceptions may be made for transfer students and course schedule adjustments on a case-by-case basis.

For students taking dual enrollment courses on the CFK campus, a student must meet with their high school counselor prior to completing the CFK Dual Enrollment Admission Application and submit the CFK Dual Enrollment Authorization Form to CFK.

MCSD will provide rosters for dual enrollment courses offered on their campus to the Office of Enrollment Services no later than two weeks from the start of their term.

MCSD instructors will enter their final grades via the CFK online services no later than three days from the end of their term.

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

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

NA

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.
Dual Enrollment Articulation Agreement Submission Site

Student Advising – High school counselors are responsible for advising students relative to their dual enrollment curricular choices and ensuring that they meet the requirements for high school graduation. CFK communicates as needed with high school counselors regarding degree/course requirements.

All students are strongly encouraged to meet with their high school counselor to determine the appropriate courses to meet their high school graduation requirements and count toward postsecondary academic goals. This step applies to students taking classes at the high school location as well as to those enrolled at a CFK campus.

CFK will provide academic advising services for students participating in Dual Enrollment that will consist of the following components:

At or near the start of the student’s first semester of enrollment, he/she will be contacted by CFK and provided the opportunity for an in-person advising session. Advising sessions will be provided at the high school or CFK site. As part of the advising session, the following topics will be covered:

• CFK program options
• Program planning
• Common pre-requisite planning
• Methods for coordinating high school and CFK course planning

Dual enrollment students will have the same access to advising and program planning tools and resources that traditional CFK students have. In addition, students with disabilities will have access to high school counselors in coordination with the Office of Student Accessibility Services. Students with accessibility service needs will address transition activities through the development of postsecondary goals on their Individual Education Plans.

Students will be provided access to a qualified CFK advisor on an appointment basis throughout the year. Before registering for dual enrollment courses, all students must meet with their high school counselor for advising and approval of course selection.

Student Monitoring – High school counselors will monitor students’ eligibility to continue to participate in Dual Enrollment and will verify eligibility on the CFK Dual Enrollment Authorization Form.

To monitor student progress, a CFK representative will contact the high school counselor and CFK advising staff if a student is not mastering the class and is in danger of receiving a D or F. The high school counselor will contact the student and discuss the situation and options for success.

PERT Testing – The PERT may be administered to high school students by CFK upon request by the MCSD high school principal or counselor at times and places based on mutual agreement. This test date will vary by campus. The 45-day waiting period can be waived by request of the principal or counselor.

To be permitted to take the PERT for dual enrollment purposes, all students must complete the CFK Dual Enrollment Admission Application and PERT Authorization Form. The student must bring the completed PERT Authorization Form to the CFK assessment staff member on the date the test has been scheduled. This form will be provided to each high school. Students who wish to take the PERT who qualify under 1008.30 F.S. will not be required to complete an application for admission. However, MCSD will provide CFK with all required biographical data of students who wish to take the PERT under 1008.30 F.S. This information will be provided to CFK in an electronic format.

Students seeking to take the PERT for dual enrollment purposes and those seeking to take the PERT under 1008.30 F.S. will not be tested in the same cohort. Every effort will be made to ensure all dual enrollment testing and 1008.30 F.S. testing will be completed in a timely manner to meet DOE deadlines. All retesting will take place at CFK.

The PERT may be administered at a testing center at CFK or on the high school campus as arranged by mutual consent. Reasonable accommodations will be provided at the test site for the administration of the PERT to students with accessibility service needs.

Should CFK administer the test, CFK will be responsible for providing test security, procedures, and instructions at all testing sites. In this event, a CFK staff member will provide test materials and test administration at all testing sessions.

The PERT may be administered to students in high school as determined by each participating high school principal. Each high school will be responsible for notifying students about the test. CFK will provide the PERT test materials at no charge to MCSD students who qualify for Dual Enrollment for the administration of the first two testing attempts. Additional requests for PERT test administration will be charged to the student at a rate of $10 per re-test. Students who are testing under 1008.30 F.S. requirements will not be charged for PERT testing.

CFK will provide test results for individual students immediately following the test. Aggregate electronic results files will be provided to each high school and the MCSD district office at the end of each semester or as requested.
13. The responsibilities of the postsecondary institution regarding the transmission of student grades in dual enrollment courses to the school district.

CFK Transcripts and Grade Reporting – At the end of each term, CFK will provide the MCSD Dual Enrollment Coordinator with final grades for all students enrolled under the provisions of this agreement. All full-time and adjunct faculty teaching dual enrollment classes must observe college procedures/deadlines for submission of grades in the appropriate format. Dual enrollment instructors will use CFK’s online services to submit grades.

MCSD will accept dual enrollment course grades from CFK’s official college transcript or other official notification from CFK and will enter the SCNS course prefix/number and grade, including a “W” code, to the high school transcript.

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

Tuition and Fees – Dual enrollment students shall be exempt from the payment of tuition, laboratory, and textbook fees (1007.271(13) F.S.).

Textbooks/Instructional Materials – Textbooks/instructional materials used in dual enrollment classes must be the same or comparable with those used in other postsecondary courses at CFK with the same course prefix and number. CFK instructional staff will advise the school district of instructional material requirements as soon as that information becomes available, but no later than 45 days prior to a course being offered. Textbooks/instructional materials shall be provided to the student at no cost. Textbooks/instructional materials required for fall and spring semester courses must be purchased by MCSD, will remain the property of the school district, and must be returned by students at the end of each semester. Textbooks/instructional materials required for summer semester courses must be purchased by CFK, will remain the property of the College, and must be returned by students at the end of the semester. Students should contact their school counselor for the current textbook procedure.

Financial Arrangements (Responsibility for Cost) – In accordance with state law, MCSD shall pay the standard tuition rate per credit hour from funds provided in the Florida Education Finance Program to CFK when such instruction takes place on the postsecondary campus to cover instructional and support costs incurred by the postsecondary institution.

When Dual Enrollment is provided on the high school site by CFK, the school district shall reimburse the costs associated with the proportion of salary and benefits and other costs as defined in statute.

When Dual Enrollment is provided on the high school site by school district faculty, the school district shall be responsible for any costs as defined in statute.

Accordingly, CFK will submit an invoice to MCSD at the end of the drop period of each fall and spring semester that reflects the costs of enrollment (credit hours of dual enrollment students enrolled in courses in face-to-face, hybrid, or online formats multiplied by the standard tuition rate of $71.98 per credit hour) and salary and travel reimbursement for CFK instructors who taught dual enrollment courses at the high schools. CFK will incur the cost of textbooks/instructional materials required for summer semester courses.

As part of the cooperative efforts between MCSD and CFK, each agency shall be responsible for its own cost of instructors hired to teach dual enrollment courses. Instructional materials used in Dual Enrollment must have a life of at least three (3) years or if changed before then, must be approved by the Articulation Committee.

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

Transportation – Transportation for any student receiving dual enrollment instruction at any facility other than an MCSD school campus shall be provided by the student and/or the parent/guardian of such students.

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.
Accessibility Services – Students may apply for accommodations through Student Accessibility Services. The following services available to students through Student Accessibility Services include, but are not limited to:

- assistance in admission and course registration
- information and referrals to campus and community services
- advice on classroom accommodations
- liaison to faculty, provide assistance to faculty on effectively working with students with accessibility needs
- instructor notification of students with accessibility needs
- equipment loan
- modified or extended test-taking
- course substitutions

When classes are taught on a high school campus, MCSD will assume the cost of required accommodations to meet the expectations of the Individual Educational Plans.