Submitter:
Agreement Effective Date: 8/1/2022

Representing:

Career and Technical Center: Flagler Technical Institute

District(s) the Agreement(s) include
Flagler 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.

   This Contract is not binding on the parties until it has been signed by the Director of Flagler Technical College, the principal of FPC, the Executive Director of Teaching and Learning, and the Superintendent of Flagler County Schools.

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

   1. FPC shall notify parents and students of the option to dual enrollment courses including how and when enrollment will occur. FPC shall specifically market the FTC career and technical education programs to potentially qualified FPC students and parents. FPC agrees to add FTC courses to the course selection sheet and will assist with the dual enrollment application for FTC.

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.
IV. COURSES AND PROGRAMS AVAILABLE FOR DUAL ENROLLMENT

A. Nursing Assistant (Articulated) (H170690) - 165 hours – 1 credit – Seniors Only
OCP Course Number Course Title Length HS Credit Subject
A HSC0003 Basic Healthcare Worker 90 hours 0.5 Vocational
B HCP0121 Nurse Aide and Orderly (Articulated) 75 hours 0.5 Vocational
Students will sit for the Certified Nursing Assistant (CNA) Certification (FDMQA002) upon completion of this program.

B. Emergency Medical Technician - ATD (W170212) - 300 hours – 2 credits – Seniors Only
OCP Course Number Course Title Length HS Credit Subject
A EMS0110 Emergency Medical Technician (EMT) 300 hours 2 Vocational
Students will sit for the Emergency Medical Technician NREMT001 upon completion of this program. This certification articulates to 9 college credit hours toward an AS degree in Emergency Medical Services.

C. Phlebotomy (H170302) – 165 Hours – 1 credit - Seniors
OCP Course Number Course Title Length HS Credit Subject
A HSC0003 Basic Healthcare Worker 90 hours .5 Vocational
B MEA0520 Phlebotomist 75 hours .5 Vocational
Students will sit for the Certified Phlebotomy Technician (AMSPT002) or (NATHA007) upon completion of this program. This certification articulates to 1 college credit hour toward an AS degree in Medical Laboratory technology.

D. Heavy Equipment Operations Technician (T440200) - 900 Hours – 6 credits – Juniors and Seniors
OCP Course Number Course Title Length HS Credit Subject
A TRA0070 Heavy Equipment Maintenance Technician 150 hours 1 Vocational
B TRA0086 Tractor Operator 150 hours 1 Vocational
C TRA0087 Off-road Equipment Operator 1 300 hours 2 Vocational
E TRA0049 Crane Operator 300 hours 2 Vocational

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

1. FPC shall notify parents and students of the option to dual enrollment courses including how and when enrollment will occur. FPC shall specifically market the FTC career and technical education programs to potentially qualified FPC students and parents. FPC agrees to add FTC courses to the course selection sheet and will assist with the dual enrollment application for FTC.

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

FPC shall follow set criteria when determining which FPC students appear qualified and eligible to enroll in FTC programs. Students applying for dual enrollment must have a minimum GPA of 2.0. Most dual enrollment programs require an application. Admittance into dual enrollment programs is determined on a point basis and not first come first serve.

6. A delineation of the high school credit earned for the passage of each dual enrollment course.
7. A description of the process for informing students and their parents of college-level course expectations.

   Dual enrollment programs are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on a high school campus. As such FTC will indicate to the student the expectation of college level course work. FTC shall determine grade forgiveness if appropriate for any dual enrollment course.

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

   None

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

   Applications are due by July 15th of each year for the following August start unless otherwise notified by FTC and shall be submitted to the Student Services Department at FTC. Students enrolling in a program more than 450 hours in length are required to take a basic skills examination within six weeks of entry into a course.

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

   None

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

   None

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.

   2. FPC shall make initial determinations as to whether a particular FPC student appears qualified for a particular FTC program to include consideration for maximum course loads. According to s. 1007.271, F.S., school districts may not deny dual enrollment participation to students who meet both statutory requirements and any additional eligibility requirements established in the Dual Enrollment Articulation Agreement.

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

   7. The Assistant Principal in charge of Career and Technical Education or his designee shall communicate with FTC about attendance, grades, occupational completion points, and industry certification issues to ensure that these records are accurate at both schools. The high school guidance counselor will monitor dual enrollment students each semester to ensure GPA requirements are maintained.

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

   All secondary students are exempt from the payment of tuition and all fees. FCSD shall cover student books and the costs of the instructor(s) for the career and technical education programs attended by FPC secondary students. FTC shall provide and cover the costs of all equipment, materials and supplies that they typically provide to other students. FCSD shall provide the costs of certification fees, background checks, drug tests, and any other outside cost for the program. Students shall be responsible for uniforms if applicable

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

   8. FPC students are responsible for transportation to FTC.

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.
Dual Enrollment Articulation Agreement Submission Site

9. FPC shall provide FTC faculty with complete Transition Individualized Education Plans for each FPC student requiring accommodations, so they will understand the needs and accommodations necessary for each student. All reasonable accommodations will be made to ensure the success of each student. Postsecondary career certificate curriculum cannot be modified.