Dual Enrollment Articulation Agreement Submission Site

Submitter:

Agreement Effective Date: 8/1/2022

Representing:

Florida College: Santa Fe College

District(s) the Agreement(s) include

Bradford 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.

3. This Agreement replaces any previously executed agreements between the parties regarding the Dual Enrollment Program. This Agreement shall be effective July 1, 2022. This Agreement is automatically renewed for additional one (1) year periods unless either party provides the other party with written notice of termination no later April 30th (in which case the termination will be effective for the following academic year).

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

3. High school students participating in Dual Enrollment must meet the College’s admission requirements for an associate or baccalaureate degree. Students must have college level SAT, ACT, or PERT score(s). Students must be recommended for participation by the School Board’s Director of Secondary Education or a designee. The recommendation should consider whether the student possesses the level of maturity and responsibility needed to handle a college campus.

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.
Early Admission shall be the enrollment of eligible 11th and 12th grade students who have a 3.5 unweighted cumulative GPA and college level scores on all areas of the PERT, ACT or SAT. Students must have passed any state-mandated assessments required for high school graduation that are relevant to their grade level at the time of acceptance. Early Admission students are registered full-time (12 credits) in college courses that are creditable toward a high school diploma and an associate or baccalaureate degree. Early Admission students will meet and maintain a course load sufficient to satisfy the College’s definition of full-time (12 credit hours).

Academic Dual Enrollment shall be the part-time enrollment of eligible 11th and 12th grade students who have a 3.0 unweighted cumulative high school GPA and college level scores on the PERT, ACT, or SAT in at least one area. Students must have passed any state-mandated assessments required for high school graduation that are relevant to their grade level at the time of acceptance. Course selection is limited when not scoring at college level in all areas. Students whose scores are at college level in all areas have access to a broader range of courses. These students will be registered in college courses that are creditable toward a high school diploma and an associate or baccalaureate degree.

Career and Technical Education Dual Enrollment shall be the part-time enrollment of eligible 11th and 12th grade students who have an unweighted cumulative high school GPA and college level scores on the PERT, ACT, or SAT. Students must have passed any state-mandated assessments required for high school graduation that are relevant to their grade level at the time of acceptance. 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 and GPA indicate eligibility.

Courses and programs available to students through Career Technical Education Dual Enrollment and clock hour credits that students will earn upon completion of each course and program may be found on the College’s website.

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

2. 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 and to 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.

3. High school students participating in Dual Enrollment must meet the College’s admission requirements for an associate or baccalaureate degree. Students must have college level SAT, ACT, or PERT score(s). Students must be recommended for participation by the School Board’s Director of Secondary Education or a designee. The recommendation should consider whether the student possesses the level of maturity and responsibility needed to handle a college campus.

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.
23. Dual Enrollment counselor(s) will utilize the state’s Dual Enrollment Course Equivalency list and the wide array of college courses to provide high school students access to postsecondary curriculum. In addressing the courses and programs available to students, the Dual Enrollment Course Equivalency list is a starting point and is not viewed as limiting Dual Enrollment course offerings. 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 with the exception of developmental education and physical education and other courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity, which must be evaluated individually for potential inclusion in the dual enrollment program. 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. A delineation of the courses and programs available to students can be found on the College’s website.

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

7. 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 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.

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 negative impact on 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 Chair of the High School Dual Enrollment Program 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 of the High School Dual Enrollment Program may be appealed to the Provost of the College; the Provost’s decision shall be final.

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

Early College shall be the part-time enrollment of eligible Bradford County public school 6th through 10th grade students who have a 3.0 unweighted cumulative high school GPA and all college level scores on the PERT, ACT, or SAT. Students must have passed any state-mandated assessments required for high school graduation that are relevant to their grade level at the time of acceptance. Early College students are registered part-time in college classes that are credible toward a high school diploma and an Associate of Arts degree. To be eligible, students must have a minimum of five (5) high school credits with at least one credit in English, science, and mathematics with a grade of a B or above in all subjects. Part-time is considered up to 11 college credits for fall and spring terms and 3 college credits for each summer term.

Notwithstanding the foregoing requirements, 9th and 10th grade students may qualify to take one course, SLS1101, with a 2.5 cumulative unweighted GPA calculated based upon at least 3 full high school credits, college-level scores on the PERT, SAT, or ACT in at least one area, a recommendation from a school faculty member, and a demonstration of the maturity needed to ensure success in a college class. After successful completion of the course, students in 10th grade may continue in the program as a sophomore and enroll in up to two more courses before their junior year.

All students participating in dual enrollment will be strongly encouraged to register for SLS1101, which will serve as an entry point so students can develop strategies and techniques to success in college and gain self-awareness and confidence.

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

2. 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 and to 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.

3. High school students participating in Dual Enrollment must meet the College’s admission requirements for an associate or baccalaureate degree. Students must have college level SAT, ACT, or PERT score(s). Students must be recommended for participation by the School Board’s Director of Secondary Education or a designee. The recommendation should consider whether the student possesses the level of maturity and responsibility needed to handle a college campus.

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

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.

3. High school students participating in Dual Enrollment must meet the College’s admission requirements for an associate or baccalaureate degree. Students must have college level SAT, ACT, or PERT score(s). Students must be recommended for participation by the School Board’s Director of Secondary Education or a designee. The recommendation should consider whether the student possesses the level of maturity and responsibility needed to handle a college campus.

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

17. The School Board shall reimburse to the College, within 45 days from receipt of invoice, the standard tuition rate, from funds provided by the Florida Educational Finance Program, for courses taken by Dual Enrollment students at a College facility or online during fall and spring terms. This provision does not apply to courses taken during the summer. Subject to annual appropriation in the General Appropriations Act, a public postsecondary institution shall receive an amount of funding equivalent to the standard tuition rate per credit hour for each dual enrollment course taken by a student during the summer term. The parties do not anticipate any courses to be delivered outside of these two delivery methods (at College facility or online), but in the unlikely event that an alternate course delivery is considered, cost sharing and reimbursement terms will be negotiated and agreed to in writing in accordance with Florida law prior to the commencement of said delivery; nothing herein requires the parties to consider alternate course delivery.

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

9. In accordance with Section 1007.271(16), F.S., and Section 6A-14.054(11), F.A.C., Dual Enrollment students are exempt from the payment of registration fees, including but not limited to tuition, activity and service, capital improvement, laboratory, application, and all other fees collected during the registration process.

10. The School Board will reimburse the College, within 45 days from receipt of invoice, for instructional materials assigned for use within courses provided to School Board’s Dual Enrollment students. Instructional materials are defined in Section 1006.29(2), F.S., and shall include, but not be limited to, textbooks, consumables, and online codes. Pursuant to Section 1007.271(17), F.S., instructional materials shall be made available to Dual Enrollment students from Florida public high schools free of charge and shall remain the property of the school board against which the purchase is charged.

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

24. Students shall be responsible for their own 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.

21. 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, along with their application 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. School Board will provide IEP or 504 Plan information to the College at the student’s request or to the parent/legal guardian if the student is a minor. Accommodations will not be granted retroactively, so it benefits the student to submit appropriate paperwork as early as possible.