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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:** Abbey E. Ivey, Assistant Vice Chancellor, Office of Articulation 

**DATE:** June 8, 2022

**SUBJECT:** **Annual Submission of Dual Enrollment Articulation Agreements**

Florida's academic and career dual enrollment programs allow 6<sup>th</sup> through 12<sup>th</sup> grade 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.

We would like to provide a few reminders moving into the 2022-23 academic year.

- Each Florida College System (FCS) institution and school district-sponsored career centers and technical colleges is required to have a dual enrollment articulation agreement with each public school district or high school in their service area pursuant to sections [1007.271\(21\)](#) and [1007.271\(7\)](#), Florida Statutes (F.S.), that includes college credit and clock-hour offerings, if applicable.
- FCS institutions may establish additional agreements with districts outside of their service area. Districts may also establish additional agreements with other institutions.
- State University System (SUS) institutions and eligible Independent Colleges and Universities of Florida (ICUF) institutions 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.

KATHRYN S. HEBDA  
FLORIDA COLLEGE SYSTEM CHANCELLOR

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- As a result of a recent rule amendment, pursuant to s. [1007.271](#), F.S., prospective dual enrollment students may be assessed for college readiness using an alternative method for college credit dual enrollment eligibility. Institutions that are implementing alternative methods for dual enrollment pursuant to Rule [6A-10.0315](#), Florida Administrative Code, must include these methods in their agreements.

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 the content of 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 dual enrollment students.
- The student's responsibilities for providing his or her own instructional materials\* and transportation.

**\*Note:** Senate Bill (SB) 2524, which passed during the 2022 legislative session, removed the requirement that only public school students be provided instructional materials for use in dual enrollment courses free of charge. In effect, all students – public school, private school, and home education – will be provided instructional materials free of charge. The students' responsibility for instructional materials will no longer apply for 2022-23 agreements. We encourage everyone to read the bill closely.

- 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.

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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 may not exceed those required of other dually or dual enrolled students. High school grade point average may not be required for home education students who demonstrate achievement of college-level communication and computation skills as provided under s. [1008.30\(1\) or \(2\)](#), F.S. 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 Florida Department of Education under s. [1007.271\(15\)](#), F.S.

The changes brought forth during the 2022 legislative session through [SB 2524](#) also provided that postsecondary institutions may not require payment for instructional materials costs that are eligible for reimbursement under the Dual Enrollment Scholarship Program in s. [1009.30](#), F.S. Please ensure your agreements conform to the new requirements.

Related to the Dual Enrollment Scholarship program, postsecondary institutions can continue to seek reimbursement for tuition and instructional material costs for dual enrollment courses taken by public school, private school, or home education students in the Summer Term. For Summer 2022, the deadline to submit reimbursement requests is July 15, 2022. Beginning in Fall Term 2022, SB 2524 modified the deadline to submit reimbursement requests to no later than 30 days after the end of the regular registration period. Additional instructions on submission of information will be provided by the Office of Student Financial Assistance.

If funds remain after summer reimbursements, postsecondary institutions can seek additional reimbursement for tuition and instructional materials costs for dual enrollment courses taken by private school or home education students in the Fall or Spring Term not already reimbursed.

All dual enrollment articulation agreements are due to the Office of Articulation by August 1<sup>st</sup> of each year for all institutions listed 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.shtml>. For the 2023-24 submission cycle, the office intends to make upgrades to the submission site. We will notify you when these upgrades take place.

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If you have any questions, please contact the Office of Articulation at [Articulation@fldoe.org](mailto:Articulation@fldoe.org) or 850-245-0427.

AI/sm

cc: Kathy Hebda, Chancellor, Division of Florida Colleges  
Marshall M. Criser, III, Chancellor, State University System of Florida  
Kevin O'Farrell, Chancellor, Division of Career and Adult Education  
Robert J. Boyd, Esq., President and CEO, Independent Colleges and Universities of Florida