

ACADEMIC DUAL ENROLLMENT

MINIMUM ELIGIBILITY

- Completion of a minimum of 4.0 core (or world language) high school credits
- Cumulative grade point average 3.0 or above (unweighted)
- Qualifying test scores [on SAT/ACT/PERT (#8)]
- On track to graduate with, or ahead of, cohort

Students must meet or exceed the following placement test scores:

	READING	ENGLISH/ WRITING	MATH
PERT	106	103	114
ACT	19	14	19
SAT	24	25	24

Important Notes:

- 1) Students must be aware that Dual Enrollment course work is college course work and **the student is expected to be motivated, self-directed and adept at time management.**
- 2) First time Dual Enrollment students cannot participate in more than two, 3-credit courses during their first semester. One of the two courses must be SLS 1101 (PERT Reading 106 req for SLS1101).
 - On campus DE courses will not count toward this maximum enrollment total. Students are also strongly encouraged to participate in the IRSC Dual Enrollment New Student orientation (NSO), which includes information on college policies, procedures, resources, expectations, and other essential items that help support student success. Students will provide the completion certificate to high school counselor upon enrollment.
- 3) The college GPA earned from Dual Enrollment classes will be the college GPA when the student begins full-time college studies. There is no asterisk indicating it was taken while the student was in high school. Students are considered to be college students, with all the respective responsibilities of college students. Therefore, students need to be aware that while a ‘C’ will earn college credit, it may negatively impact their college GPA for future graduate school admissions, as well as for scholarship eligibility. Students must maintain the minimum college GPA of a 2.0 for continued enrollment in the program.
- 4) **Students are also expected to research their intended major at their intended 4 year college to ensure Dual Enrollment classes are applicable to their intended program of study.** Although all colleges and universities in the State University System are required to accept the credits earned, they may not apply them to their college major. Out of state schools are not bound to a requirement to accept the credits. Each student must research to ensure they are not taking unnecessary credits, as this may affect their financial aid eligibility later in their college career.
- 5) *Effective Fall 2009, students entering a Florida community college, state college, or state university for the first time in Fall, 2009, and thereafter, will be subject to the state statute on excess hours which could result in a surcharge on tuition. This charge will be applied for each credit hour in excess of 120% of the number required to complete the baccalaureate degree program. Students should regularly review their degree audits and consult with an academic advisor to make sure they are not enrolling in excess courses. (Florida Statute 1009.286) In addition, there may be more restrictive credit rules for financial aid. Please check with your post-secondary institution.*
- 6) Classes chosen must meet high school graduation requirements, as well as the student’s intended AA program of study.
- 7) If a student opts to qualify with SAT or ACT scores, s/he is responsible for any fees associated with score submission.
- 8) If classes are during the regular school day, students must obtain a parking permit and complete and return the form per school policy (i.e. *Policy for Students with Abbreviated Schedules* with parking rules)
- 9) Students may only take a maximum combined (assigned high school and Dual Enrollment) schedule of 7 classes.

- 10) Beginning in the Spring 2016 semester, all Dual Enrollment students must complete SLS1101 – Student Success during their first semester of Dual Enrollment or will be ineligible to continue Dual Enrollment course in future semesters.
- 11) Students are assigned an IRSC advisor and given his/her name and contact information. Students must schedule an appointment during their first semester of DE. All Dual Enrollment students are required to meet with their IRSC advisor sometime during their **first semester** to map out their program of study Guided Pathway/“Academic Plan”. (Please note that during peak registration times – 2 weeks prior to starting classes – students will not be able to schedule an appointment, so students must plan accordingly). Students must become familiar with the IRSC website, especially the course listings, and programs and careers sections. **Student will be ineligible to continue in dual enrollment if a guided pathway is not complete by the first semester.** It is the responsibility of the student to notify the high school counselor if there is any change to the Academic Plan.
- 12) **To drop, add or withdraw from a Dual Enrollment class, the student MUST meet with high school counselor.** Upon withdrawal from or completion of the course, the student must return all Dual Enrollment books to the district bookstore. Students will need to return all Dual Enrollment books from one semester before being allowed to pick up books for the next semester.
- 13) Students who withdraw from a course after the ‘Last Day to Drop’ period (and would consequently have a “W” appear on transcript) cannot take additional Dual Enrollment classes until they have retaken and completed the course at their own expense *or* during the summer. **Before dropping a course online, student must meet with instructor and complete the Dual Enrollment Withdrawal Form. Then, student meets with both the high school counselor and the college advisor for review.** Dual Enrollment students must also adhere to all of the College’s withdrawal procedures.
- 14) Students who fail a Dual Enrollment course cannot enroll in additional Dual Enrollment courses until they have retaken and completed the course they failed at their own expense *or* during the summer. To retake a course, the student *must still meet eligibility criteria* (including 3.0 cumulative unweighted GPA)
See SLPS/IRSC articulation agreement for second and third attempt guidelines.
- 15) Students will be limited to a maximum of 60 credit hours of Dual Enrollment.
- 16) Students are eligible to enroll in a maximum of 12 credits over the summer (example: 6 credits in Summer Session A, 6 credits in Summer Session B)
- 17) Students recommended for secondary school expulsion and who are assigned to an alternative school setting may be ineligible for Dual Enrollment while attending the assigned alternative school. Students enrolled in Dual Enrollment courses prior to an assignment at an alternative school may be permitted to complete their Dual Enrollment course(s) but may not be permitted to enroll in additional classes as previously described.
- 18) If student receives an incomplete, *it is the sole responsibility of the student to notify the school when the final grade/grade change posts.* An “I” (high school or Dual Enrollment) must be reconciled before future dual enrollment eligibility is determined. The general grade change notification policy during senior ranking also applies to DE grade change posts.

I hereby certify that I have read and understand the above information. Date _____

Student Name _____ Student Signature _____

Parent Name _____ Parent Signature _____