

# Dual Enrollment Articulation Agreement Submission Site

## Submitter:

Agreement Effective Date: 1/25/2017

## Representing:

Florida College: Hillsborough Community College

District(s) the Agreement(s) include
Hillsborough County Schools

Type of Dual Enrollment Articulation Agreement for Submission

Public Postsecondary Institution – Private School

Private School Name
Allendale Academy Private School Inc
Ambassador Academy
American Youth Academy
Brooks Debartolo Collegiate High School
Center Academy
Central Baptist Christian School
Citrus Park Christian School
East Bay Christian School
Faith Christian Academy
Forest Lake Academy

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## (C) Public and Private Postsecondary Institution Agreements with Private Schools

Each postsecondary institution eligible to participate in the dual enrollment program pursuant to s. 1011.62(1)(i) must enter into a private school articulation agreement with each eligible private school in its geographic service area seeking to offer dual enrollment courses to its students, including, but not limited to, students with disabilities.

By August 1 of each year, the eligible postsecondary institution shall complete and submit the private school articulation agreement to the Department of Education.

1. A delineation of courses and programs available to the private school student. The postsecondary institution may add, revise, or delete courses and programs at any time.

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## ARTICLE III- Courses Available to SCHOOL Students

Students shall be permitted to enroll in classes which appear on the regular Hillsborough Community College schedule of credit classes and will be applied toward a high school diploma and the associate degree. The current Dual Enrollment Course Equivalency List which identifies courses meeting high school graduation requirements is available at <https://www.hccfl.edu/dualenrollment>. Any course not on this list is considered an elective course. These courses may include all courses offered by HCC with the exception of physical education, college preparatory courses and courses less than three credit hours unless they are co-requisites for other courses, the IDS 2891 Connections course, two-credit hour music or dance courses, or one-credit hour courses that are part of an Associate in Science (A.S.) Degree Program. Students are required to meet the established course prerequisite and co-requisite requirements as identified in the course descriptions in the current HCC catalog. All college courses to be taken by high school students must receive written approval from the SCHOOL Administrator or designee.

2. The initial and continued eligibility requirements for private school student participation, not to exceed those required of other dual enrollment students.

## ARTICLE IV-Student Eligibility Criteria

SCHOOL shall identify the students qualified for participation in the Dual Enrollment Program. Students must demonstrate academic capabilities to pursue college level instruction.

### A. Dual Enrollment -

To be eligible for participation in the Dual Enrollment Program, a student must

- i. submit a transcript that demonstrates prior academic achievement by attaining a minimum of a 3.0 unweighted cumulative grade point average for college credit (Associate in Arts and Associate in Science) program courses or a 2.0 unweighted cumulative grade point average for career certificate programs;
- ii. demonstrate readiness for college coursework through scores on the appropriate sections of a common placement test (as established in State Board of Education Rule 6A-10.0315, FAC). Students are able to register for college-level courses if the relevant section of the placement test has been successfully completed even if not all sections have been successfully completed. In all cases, scores must be less than two years old.
- iii. be in grades 6-12 at SCHOOL.
- iv. be pursuing a college program or career certificate program course of study.

To remain eligible for the Dual Enrollment Program, students must maintain a SCHOOL unweighted GPA of 3.0 and an HCC GPA of 2.0. Students are allowed one (1) retake of a single course under the Dual Enrollment Program provided the student submits a petition for reinstatement that includes a performance improvement plan. The petition form is available at <https://www.hccfl.edu/sssem/hs-articulation/dual-enrollment/dual-enrollment-petition.aspx>.

Students who will graduate from SCHOOL prior to completion of the dual enrollment course may not register for the course.

Students may lose the opportunity to participate in the Dual Enrollment Program if they are disruptive to the learning process.

### B. Early Admission

To be eligible for Early Admissions, a student must

- i. submit a transcript that demonstrates prior academic achievement by attaining a minimum of a 3.5 unweighted cumulative grade point average for college credit (Associate in Arts and Associate in Science) program courses or a 2.0 unweighted cumulative grade point average for career certificate programs;
- ii. demonstrate readiness for college coursework through scores on the all sections of a common placement test (as established in State Board of Education Rule 6A-10.0315, FAC). Scores must be less than two years old.
- iii. be entering into grade 12 at BCS.
- iv. have permission from the BCS Administrator or designee to participate.

Students accepted for Early Admissions must register at HCC as a full-time student (12 or more credits) and are limited to two (2) consecutive semesters, fall and spring. Upon completion of the second semester of Early Admission, dual enrollment eligibility would end. Credits for the courses completed satisfactorily at HCC will apply toward both their high school diploma and toward an associate degree. Early Admissions students cannot have completed sufficient course work to qualify for the completion of a high school diploma, as dual enrollment coursework must apply toward meeting high school graduation requirements.

3. The student's responsibilities for providing his or her own instructional materials and transportation.

## ARTICLE V- Instructional Materials and Transportation

A. SCHOOL students are responsible for obtaining and paying for required dual enrollment instructional materials.

B. SCHOOL students are responsible for all transportation costs related to the dual enrollment courses of instruction.

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4. A provision clarifying that the private school will award appropriate credit toward high school completion for the postsecondary course under the dual enrollment program.

## ARTICLE VI- Award of Credit

- A. Dual Enrollment courses when successfully completed will be accepted toward high school graduation and awarded college credits, which are transferable.
- B. Students transferring to other colleges and universities prior to earning a degree at HCC should confer with the school they are entering as to how HCC credits will be transferred.
- C. Six (6) semester credits of Dual Enrollment instruction shall equal one (1) full credit of high school instruction.

5. A provision expressing that costs associated with tuition and fees, including registration, and laboratory fees, will not be passed along to the student.

## ARTICLE VII- Costs

- A. All Dual Enrollment students (public, private school, and home education) are exempt from the payment of tuition, registration and laboratory fees.
- B. Participation in the Dual Enrollment Program will not entitle the student to a reduction in SCHOOL tuition and/or fees.
- C. Per Article V, SCHOOL students are responsible for paying for textbooks and other required instructional materials.
- D. HCC will claim the appropriate FTE earned by dual enrollment students through the appropriate state procedures.
- E. SCHOOL shall provide and maintain appropriate educational and support classroom/offices in the delivery of services to the Dual Enrollment students at no cost to HCC.
- F. SCHOOL shall not be required to compensate HCC for the standard tuition rate per credit hour for each dual enrollment course taken by its students.
- G. HCC shall compensate SCHOOL instructors at the adjunct rate of pay in effect each term of employment by HCC.
- H. Any other financial consideration shall be as required by current state law.

6. A provision stating whether the private school will compensate the postsecondary institution for the standard tuition rate per credit hour for each dual enrollment course taken by its students

- F. SCHOOL shall not be required to compensate HCC for the standard tuition rate per credit hour for each dual enrollment course taken by its students.

7. 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.

## ARTICLE VIII- Accommodations for Students with Disabilities

- A. HCC and SCHOOL shall provide accommodations for students with disabilities. The ADA defines a person with a disability as any person who has a physical or mental impairment that limits one or more of such person's major life activities; has a record of such impairment; or is regarded as having such an impairment.
- B. HCC enjoys a very diverse student population which includes students with disabilities. HCC makes every effort to help students with disabilities get the most out of attending college by providing reasonable accommodations to ensure access to all academic programs, campus organizations, services and activities, in accordance with the Americans with Disabilities Act (ADA) of 1990.
- C. Students are eligible to receive services at HCC if they have been diagnosed with a disability including, but not limited to the following: Learning Disability, Hearing Impairment, Visual Impairment, Physical Impairment, ADD/ADHD, Alcohol/Drug Abuse, AIDS, Speech/Language Impairment, Psychiatric Disability, Autism Spectrum Disorders, or TBI.
- D. A student or prospective student wishing academic accommodations must self-identify and provide appropriate documentation of their disability to the Office of Services for Students with Disabilities. Students should contact an HCC Coordinator of Services for Students with Disabilities to discuss documentation guidelines.
- E. Some of the academic accommodations that HCC provides to students with disabilities may include but are not limited to the following: Accessible furniture, Testing Accommodations, Note takers, Assistive equipment, Assistive technology software, Alternate format materials, Scribes and readers, Sign language interpreters/captionist. For more information, students should access the HCC website at <https://www.hccfl.edu/ssem/disabilities.aspx>.