

Paulding County School District
Dual Enrollment for FY19



Name of Student _____ Current Grade Level _____
Name of Student's School System _____
Student's High School _____
Student's Date of Birth _____ Anticipated Date of Graduation _____

Dual Enrollment Student Participation Agreement FY 2019

The Dual Enrollment Program provides opportunities for eligible students in grades 9-12 to enroll part- or full-time in postsecondary institutions and take college courses to earn both high school and college credit.

*Note: Copies of this completed form will be provided to the students, parents/guardians, and respective postsecondary institution(s).
Note: This completed form will not be forwarded to the Georgia Department of Education or the Georgia Student Finance Commission.*

I. Dual Enrollment Requirements (Reviewed and initialed by Parents/Guardians)

- _____ The student's Individual Graduation Plan either has been or will be updated to reflect the plan of study through the DE program. A transcript audit has been completed and the MYAP Progress Tab information has been reviewed.
- _____ **The eligible DE student must contact the high school counselor for approval before any course/schedule changes including dropping and/or withdrawing from courses can be made during the semester.** Also, the school counselor must be advised by the student if the course is an online course. All DE courses and the course grades will become part of the student's high school permanent (official) transcript.
- _____ The student and parent(s) or guardian(s) acknowledges that should a participating DE student choose to withdraw from a college course, the high school will make its best attempt to place that student in a corresponding high school course or credit recovery opportunity to meet course completion and graduation requirements. If no corresponding course or credit recovery opportunity is possible, the high school counselor updates transcript history with a 69 for the DE course. **See Section VI, Withdrawing from a DE Course on page 5 district DE Form 1 document.**
- _____ DE expectations and responsibilities have been shared by the school counselor and all student and parent/guardian questions/concerns have been discussed.
- _____ The parent/guardian acknowledges that the U.S. Department of Education requires that all postsecondary institutions provide training on sexual assault awareness and prevention under the Violence Against Women Act. This mandatory training information will be provided by post-secondary institutions at no cost and could include DE students.
- _____ ****A student participating in the High School Postsecondary Graduation Opportunity must complete all state-required coursework and any state-required assessments associated with these courses per the GADOE assessment guidelines/requirements; whether courses are taken at the high school or through DE.**

I, _____, hereby grant permission for the college/university to
(Student Name – Please Print)
release information of my enrollment and grades, including class schedules and transcripts, to my high school counselor or principal, for the purpose of verifying my high school graduation requirements. This release will remain in effect throughout my enrollment as a Dual Enrollment student.

****High School Postsecondary Graduation Opportunity graduation course and program requirements will be explained by the high school counselor during the advisement session.**

II. Dual Enrollment Semester/Quarter of Participation: This document is required each semester/quarter

TERM: _____ YEAR: _____

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I have applied or plan to apply as a DE student to the following College/Postsecondary Institution(s):

III. High School Courses for Credit Through DE-- Final Schedule Will Be Based on College Course Availability

Check Below:

____ Part Time DE Student (Combination of DE + High School course(s) to equal full high school schedule)

____ Full Time DE Student (DE Courses-Minimum of 12+ Hours with at least **4+** Postsecondary Courses)

HS Course Number (CIP Code)	HS Course Name	College Course Number DE Directory	College Course Name DE Directory

IV. Students Pursuing High School Postsecondary Graduation Opportunity Option

Check Below

____ Associate's Degree

____ Technical College Diploma

____ Two (2) Technical College Certificates (TCCs)

Program Study/Major _____

Anticipated Completion Date _____

V. Dual Enrollment Participation Signatures

Student Name Printed _____ Date _____

Student Signature _____

Student Phone Number _____ Student Email _____

Parent/Guardian Name Printed _____ Date _____

Parent/Guardian Signature _____

Parent Phone Number _____ Parent Email _____

School Counselor Name Printed _____ Date _____

School Counselor Signature _____

Phone Number _____ Email _____

VI. General Information

1. DE classes attended on the college campus follow the college calendar and DE classes attended on the high school campus during their scheduled school day follow the high school calendar.
2. Students participating in DE college courses should do so with the knowledge that the course work may be more rigorous and challenging than high school courses. Students are held to a high degree of independent responsibility and accountability than in regular high school classes.
3. Students may be responsible for additional costs, such as course or lab fees/supplies, and/or fees charged for late or damaged textbooks.
4. Only full-time DE students are eligible to take PE at any USG institution. PE courses are not available to DE students at TCSG institutions. Students must check with private institutions for their policies.

VII. Notes

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**DE-Form 1A, Intent to Continue Dual Enrollment Course(s) for Spring/
Summer Term of Current School Year**

Parent/ Student

Initial Initial

____/____ All Dual Enrollment college courses must be approved by the high school counselor.

____/____ You have considered the unique challenges of online courses.

____/____ You have the first 10 days of the **high school semester** to make changes to your college schedule. If you drop or withdraw from a course after that, it will result in a 69 on your high school transcript for that course if you cannot be placed back into the equivalent course at the high school. DE Summer term courses cannot be dropped without receiving a failing grade (69) on the high school transcript. I have reviewed and understand all of the information on DE Form 1 regarding withdrawing from a course.

____/____ You must have a total of four (4) credits worth of DE courses each semester to be a full-time student with a minimum of 12 college hours. Those courses can be split between the high school and college, but the total credits must be four. Example: 2 classes at the college and 2 classes at the high school.

____/____ You must complete the Dual Enrollment Funding Application on GaFutures.org for your class tuition. The student may be responsible for certain mandatory fees related to courses.

____/____ Science lab courses do not receive high school credit and will not be recorded on the high school transcript.

____/____ Only academic core classes will be given a 10-point weight. The high school grade conversion is per IHA-R is:

A = 95	C = 75	F = 69
B = 85	D = 70	

____/____ If a college course is failed, it cannot be retaken under the Dual Enrollment program.

____/____ 15 hours is the maximum course load a student can take each semester. 12 hours is the maximum course load for a quarter term postsecondary institution within one semester.

____/____ Guidelines, rules, and procedures are subject to change based on Georgia legislation, Georgia Department of Education policy, Georgia Student Finance Commission guidelines, rules, and regulations, Board of Regents and Technical College System of Georgia regulations, and Paulding County School District board policy.

____/____ Only the receiving institution can guarantee credit transfer post high school graduation. Please check with the potential college or university you plan to attend to verify that your DE courses transfer.

____/____ I am responsible for staying connected with the high school.

Student Signature

Date

Parent Signature

Date

Counselor Signature

Date