

INTER-INSTITUTIONAL EARLY COLLEGE/DUAL ENROLLMENT
ARTICULATION AGREEMENT
BETWEEN
NORTHWEST FLORIDA STATE COLLEGE AND THE
HOME EDUCATION PARENT OR GUARDIAN

This early college/dual enrollment articulation agreement between Northwest Florida State College ("College") and the home education parent or guardian is in effect from August 22, 2022 to July 31, 2023.

This articulation agreement details selected cooperative endeavors between the home education parent or guardian and Northwest Florida State College ("College") in the area of dual enrollment.

Early college/dual enrollment is one of the articulated acceleration mechanisms defined in Florida Statutes. The mission of dual enrollment, as specified by the Legislature, is three-fold:

- To shorten the time necessary for a student to complete the requirements of a postsecondary degree and high school diploma;
- To broaden the scope of curricular options available to students; or
- To increase the depth of study available for a particular subject.

This agreement may be amended or renewed from year-to-year by the President of Northwest Florida State College.

THE FOLLOWING CONDITIONS WILL GOVERN THE EARLY COLLEGE/DUAL ENROLLMENT PROGRAM:

1. Ratification

Under the dual enrollment program qualified home education high school students, with the consent of their parent(s)/guardian(s) may enroll in college classes through Northwest Florida State College. Coordination should be based on the conditions as outlined below. The successful completion of the college classes will allow the high school students to earn college credits, simultaneously counting toward the completion of a high school diploma and a certificate or a college degree.

2. Notification of Dual Enrollment Opportunities

Students and Parents will be apprised of dual enrollment opportunities through the College website, social media, and NWFSC college-wide marketing efforts. The college website is www.nwfsc.edu.

3. Course and Programs

Courses available to dual credit students consist of standard college credit courses of three or more semester hours, exclusive of college preparatory and other forms of pre-collegiate instruction and physical education courses that focus on the physical execution of a skill rather

than the intellectual attributes of the activity. Courses that will be available shall be those on the Florida Department of Education's Dual Enrollment Course Equivalency List that are taught by the College. A list of the state approved college courses for dual enrollment can be found online at <https://www.fldoe.org/core/fileparse.php/5421/urlt/AcademicList.pdf>. Dual enrollment is not available for those college or vocational credit courses offered as part of the core requirements of a limited admission program. Courses may be offered on the Niceville and Fort Walton Beach campuses and at all college centers.

4. Participation Process

The dual enrollment program is the enrollment of an eligible secondary student or home education student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree. A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student.

An eligible secondary student is a student who is enrolled in any of grades 6 through 12 in a Florida public school or in a Florida private school that is in compliance with s. 1002.42(2), F.S., and provides a secondary curriculum pursuant to s. 1003.4282, F.S. Students who are eligible for dual enrollment pursuant to this section may enroll in dual enrollment courses conducted during school hours, after school hours, and during the summer term.

The total number of college credit hours shall not exceed sixteen (16) in any fall or spring semester or two classes during the summer semester. Dual enrollment students may take up to two online classes per semester. Both parties recognize that online coursework represents a unique set of challenges for students. It is recommended that a dual enrollment student's first experience with college-level coursework be in the traditional face-to-face classroom environment when available.

Per the Florida Board of Education, students enrolled in a Home Education Program who meet the dual enrollment eligibility requirements must be allowed to enroll in college credit courses designated as part of the state and local dual enrollment program.

Home Education students meeting the eligibility requirements may register for approved college courses under the dual enrollment program by following these steps each term:

- a. New students only: Apply Online for Dual Enrollment Admission through the College website. Students will receive an NWFSC email with their identification number indicating their application has processed. Students should anticipate a minimum of three business days for an application to process.
- b. Contact the NWFSC College test center to make arrangements to take PERT if ACT or SAT scores do not establish college readiness.
- c. Consult the College website for course options.
- d. Consult with the parent/guardian serving as high school counselor to confirm that the desired courses will meet graduation requirements and will be posted to the high school transcript.

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- e. Complete the electronic Dual Enrollment Registration form that is located on the Dual Enrollment page of the College website <https://www.nwfsc.edu/academics/dual-enrollment/>. Students will fill out this form with their course selection during the registration period.
- f. Complete all sections of the Dual Enrollment Registration form and obtain the required signatures.
- g. The Dual Enrollment office will notify student, parent, and counselor via email after registration has been processed.
- h. Obtain an NWFSC Student ID Card.
- i. Students will take a paper printout of their NWFSC student schedule or an electronic copy on their phone and their NWFSC Student ID Card to the Niceville campus College store (Barnes & Noble) to pick up textbooks. Allow three business days after confirmation of registration to pick up textbooks.

4. Eligibility

General Dual Enrollment Guidelines

Identification of students who are eligible to participate in the college-credit courses will be made at each enrollment period according to the following criteria:

- a. In general, students may participate in college-credit courses beginning the summer following their successful completion of their 9th grade school year.
- b. Students must be officially enrolled in a home school program and submit a copy of the current Legal Compliance and Eligibility Form that is on file with the school district.
- c. Students must have at least 5 high school credits to participate in dual enrollment.
- d. The student shall have a cumulative, grade-point average (GPA) 3.0 or above on high school course work.
- e. Students must take one of the approved placement tests. The student must meet the minimum required score of the appropriate subtest of a State Board approved college placement test if enrolling in a college English, math, social science or humanities course with a Gordon Rule writing or computation requirement or other course for which a Gordon Rule writing or computation course is a prerequisite.
- f. Students who have not met the minimum requirement for all areas of a State Board approved college placement test by the time they have accumulated 12 college credit hours will not be able to enroll in additional dual enrollment courses until the minimum is met for all areas of the test.
- g. Due to field experience requirements in the teacher education program, EDF1005 is available only to 12th grade students.

- h. College courses offered as part of the technical/core requirements in limited access programs such as dental assisting and Radiography, or courses and/or programs with specific admissions requirements such as the Law Enforcement and Corrections Academies, are not available as dual enrollment unless agreed to by the college and the high school under separate agreement.
- i. Per the College catalog, upper division coursework is restricted to students who have earned their A.A. or A.S. degree.

Career Technical Courses

Identification of students who are eligible to participate in postsecondary career technical courses will be made at each enrollment period according to the following criteria:

- a. In general, students may participate in college-credit courses beginning the summer following the successful completion of their 9th grade school year.
- b. The student shall have a cumulative, unweighted grade-point average (GPA) of 2.0 or above on high school course work.
- c. The student must have the permission of the parent or guardian and the Director of K-12 Partnerships.
- d. Students must meet the minimum requirement for the appropriate subtest of a State Board approved college placement test if enrolling in a college English, math, Gordon rule social science or humanities course, or any courses which require English, math or reading prerequisites.
- e. Students must also satisfy all TABE testing requirements associated with career and technical certificate programs per Florida law and rule.

5. Grades and Awarding of Credits

Students earning passing grades in dual enrollment courses will receive both high school units creditable toward high school graduation and college credits applicable to an associate degree or other college program. For a three or four credit college course, a student would simultaneously earn the appropriate number of hours of college credit and 1/2 Carnegie units applicable toward high school graduation, except for those courses for which 1.0 Carnegie units are awarded per state guidelines and except for those courses in which enhanced instruction generates 1.0 Carnegie units. Home school students will be able to view their grades online using RaiderNet.

Student Transcripts

College credits earned under this program will be duly entered on the student's College transcript, as well as on the student's high school transcript. Students may review their college course records through RaiderNet.

Navigating

Students enrolling in courses under this program may receive academic advising from Student Success Navigators at the College. Students may schedule an appointment with a Student Success Navigator at any point during the semester. A student must contact the college via phone, chat, or in-person to schedule an appointment.

Tuition and Fees

Students registering for courses in this program will be assessed no tuition or fees; such fees will be exempted by the college. Students are eligible for the dual enrollment fee exemption through the last term of their high school enrollment; graduating seniors are not eligible for dual enrollment status and fee exemption during the term immediately following their graduation date, even if the registration period or college classes begin prior to the student's actual graduation date.

6. Course and Program Standards

All courses included in the dual program are subject to the academic standards of the college, including but not limited to qualifications of the faculty, time in the classroom, instructional materials and syllabus content. The College Vice President of Academic Affairs, the College Curriculum Committee, and respective divisions or departments of the college monitor the instructional quality of all college courses per institutional guidelines and the Statement of Standards for Dual Enrollment/Early College Programs in the Florida Community College System. Courses offered under the dual program meet or exceed the standards of the Southern Association of Colleges and Schools.

7. Exceptions to the Eligibility Requirements

Exceptions are not allowed to the required 3.0 unweighted cumulative high school grade point average.

8. Registration policies

Dual enrollment students must complete the electronic Dual Enrollment Registration Form and have obtained the appropriate signatures. The Dual Enrollment Registration Form will be processed in the order it is received during the approved registration period.

9. Responsibilities of the home school parent/guardian regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student's performance while participating in the dual enrollment program.

Home school parents/guardians will provide grade point averages and approval for each student registered as a Home School Student. Students enrolling in the college courses under this program will have all of the rights and responsibilities associated with such enrollments. Their admission to the college will be limited to dual enrollment classes until such time as they become eligible for unconditional admission or other special enrollment category. When/if students in this program become unconditionally admitted to the college or admitted under some other special enrollment category, they will be assessed the standard registration and lab/special tuition fees.

10. Student Rights and Responsibilities

All students are considered college students and are required to abide by the College Student Handbook: <https://catalog.nwfsc.edu/content.php?catoid=27&navoid=8930>. Dual enrollment students may be withdrawn from a class for disruptive behavior and may become ineligible to participate in the dual enrollment program.

Student Attendance

Regular and prompt attendance in all classes is expected. All instructors are free to establish attendance policies for their classes. It is the student's responsibility to notify the instructor and plan to complete any missed work. Make-up work is offered solely at the discretion of the instructor.

Student Withdrawal from College Classes

Dual students may withdraw no later than the last day of classes as published on the NWFSC Academic Calendar. All required signatures should be obtained and received by the NWFSC Dual Enrollment program by this date. A student who has attempted the final exam is no longer eligible to withdraw from the course, even if the exam is given prior to the traditional exam week.

Withdrawals require the student to complete the appropriate College form. Dual enrollment students are limited to one withdrawal per college course. If a student withdraws from a course, he or she may not repeat that course under the dual enrollment program. Students who have three or more withdrawals from dual enrollment courses are no longer eligible to participate in dual enrollment. Withdrawal from a dual enrollment class is posted on a student's transcript and may have impact on future status in colleges or universities.

11. 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:

NWF State College is committed to providing equal opportunities to all students. Disability support services assist students with disabilities or special needs. Students may request reasonable accommodations and adjustments for courses taken on any NWFSC location by

registering with the Accommodations Resource Center on the Niceville campus (850-729-6079). Accommodations for classes taught in district locations will be coordinated by the local high school.

12. Instructional Materials

There is no cost to the student for tuition or instructional materials such as textbooks, non-consumable workbooks, and course access codes.

13. FTE Funding

State revenue for the high school and the College will be in accordance with the provisions of Florida statute.

14. Transportation

Students enrolling for college courses will be responsible for providing their own transportation. Parking permits are available after a student has been scheduled for classes. Parking Permits may be picked up at various College locations and must be displayed on the rear view mirror of the vehicle when parking at the College. Student parking is designated with white lines.

Statutory Compliance

If any conflict exists between the provisions of this agreement and Florida rule or law, the provisions of law shall prevail.

Annual Review of Agreement

The President of Northwest Florida State College shall review the agreement on an annual basis.

BY: 
Dr. Devin Stephenson, President
Northwest Florida State College

4/19/22
Date

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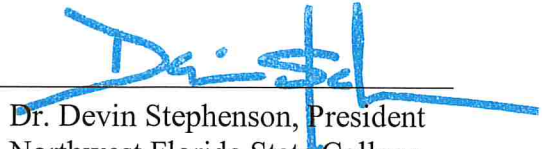
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BY: _____


Dr. Devin Stephenson, President
Northwest Florida State College

Date

4/19/22

APPENDIX A

DUAL ENROLLMENT TRANSFER GUARANTEES

The dual enrollment program is an opportunity to take challenging courses and accelerate education opportunities. With hundreds of dual enrollment courses available, there is great potential to further engage and motivate students to pursue academically rigorous courses that capture their interests. Successful completion of dual enrollment courses allows eligible high school students to simultaneously earn high school core or elective credit and postsecondary credit toward a career certificate, an associate degree, or a baccalaureate degree.

Dual enrollment courses will receive the same weighting for the high school grade point average as Advanced Placement (AP), International Baccalaureate (IB), and Advanced International Certificate of Education (AICE) courses. In addition, dual enrollment courses that meet core state university admission requirements in English/Language Arts, Mathematics, Natural Sciences, Social Sciences, or World Languages shall receive the same weighting as AP, IB, and AICE courses in the calculation of the high school grade point average used for admission decisions.

Students should understand, however, that dual enrollment courses are college-level courses, and the amount of work and rigor of content in dual enrollment courses may be much greater than in high school courses. In addition, dual enrollment course grades become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary grade point average. Poor performance in dual enrollment courses may affect university admissions and financial aid. It is important to do well in these courses to realize the benefits of dual enrollment.

Course selection is important for the dual enrollment student since different programs at a college require different courses to complete the certificate or degree. By choosing courses wisely, students can reduce the time it takes to complete a program after high school graduation. Some students are even able to complete their college certificate or degree at the same time they graduate from high school. Students who don't know what they want to study in college should consult with an advisor to consider focusing on completing general education requirements in communications, mathematics, social sciences, natural sciences, and humanities. All degree programs require general education coursework and, while there is some variation from institution to institution, there are general education courses that are common among most, if not all, institutions.

Florida dual enrollment college credit will transfer to any Florida public college or university offering the Statewide Course Numbering System course number, and must be treated as though taken at the receiving institution. However, if students do not attend the same college or university where they earned the dual enrollment credit the application of transfer credit to general education, prerequisite, and degree programs may vary at the receiving institution. Private and out-of-state colleges and universities may or may not grant college credit for courses taken through dual enrollment. <https://info.fldoe.org/docushare/dsweb/Get/Document-6472/hb7059tapb.pdf>

HOME EDUCATION ARTICULATION AGREEMENT
SIGNATURE PAGE

This agreement may be amended or renewed from year-to-year by the President of Northwest Florida State College. By signing this agreement I acknowledge that I have read the Inter-institutional Early College/Dual Enrollment Articulation Agreement and that I agree to all the terms of agreement for the 2022-2023 school year.

NWFSC Student Number N_____

Student Printed Name

Student Signature

Parent/Guardian Printed Name

Parent/Guardian Signature

Parent/Guardian Phone Number

Parent/Guardian email

Updated March 28, 2022