

Shiloh High School
DUAL ENROLLMENT FY2019

Name of Student _____ Student's Date of Birth _____

Student's High School _____

Name of Student's School System _____ 9th Grade Entry Date _____

Anticipated Date of Graduation _____ Current Grade Level _____

Dual Enrollment Student Participation Agreement

The Dual Enrollment (DE) 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 should be provided to the students, parents/guardians, and respective postsecondary institution(s).

Note: This completed form should not be forwarded to the Georgia Department of Education or the Georgia Student Finance Commission.

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

_____ The student's Individual Graduation Plan has been updated to reflect the plan of study through the Dual Enrollment program.

_____ The eligible DE students must contact the high school counselor for approval before **any** course/schedule changes can be made during the semester/quarter. All DE courses and the course grade will become part of the student's high school and college permanent transcripts.

_____ The student participant and his/her parents or guardians acknowledge 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 online credit opportunity to meet course completion and graduation requirements. If not corresponding course or credit recovery opportunity is possible, the local school system shall determine how the course will be recorded as a withdrawal or incomplete on the student's transcript. Withdrawing from any classes before the end of the semester/quarter without permission or not following program rules and regulations may result in removal from the DE program, and may affect the student's high school graduation requirements.

_____ DE expectations and responsibilities have been shared by the DE Coordinator in the DE contract 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 post-secondary institutions provide training on sexual assault awareness and prevention under the Violence against Women Act. This mandatory training information will be provided by the post-secondary institution 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/requirement; whether courses taken at the high school or through DE. the High School Postsecondary Graduation Opportunity program requirements will be explained by the high school counselor during the advisement session.

I, _____, hereby grant permission for the college/university to release information of my (Student Name – Please Print) 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.

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

(Select only one)

TERM: _____

YEAR _____

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

**III. High School Courses To Complete Through DE-- Final Schedule Will Be Based On College Availability
Check Below (New Rule: Maximum of 15 semester Hours or 12 quarter hours per term funding limit)**

____ Part Time Dual Enrollment Student (Combination of DE + High School course(s) to equal full HS schedule)

____ Full Time Dual Enrollment Student (DE courses – Minimum of 12+ hours with at least 4+ Postsecondary courses)

High School Course Number	High School Course Name	College Course Number (DE Course Directory)	College Course Name (DE Course Directory)
Sample: 23.03400	Advanced Composition	ENGL 1101	Comp and Rhetoric

**IV. Students Pursuing High School Postsecondary Graduation Opportunity
Check Below**

- ____ Associate's Degree
- ____ Technical College Diploma
- ____ Two (2) Technical College Certificates (TCCs)

Program Study/Major _____

***Counselor Complete - Please note proposed High School class schedule:**

V. Dual Enrollment Participation Signatures

Student Name Printed _____ Date _____

Student Signature _____

Phone Number _____ Email _____

Parent/Guardian Name Printed _____ Date _____

Parent/Guardian Signature _____

Phone Number _____ Email _____

School Counselor Name Printed Beyonka Adams Date _____

School Counselor Signature _____

Phone Number (678) 344-2596 Email beyonka_adams@gwinnett.k12.ga.us

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 higher 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 registration or late/damaged textbooks.
4. Only full-time DE students are eligible to take PE at any USG institution. PE classes are not available to DE students at TCSG institutions. Students must check with private institutions for their policies.
5. **Students are responsible for their own transportation to and from the college.**
6. Students are required to check in/out at the kiosk upon arriving after or leaving before normal high school hours.
7. **You must join the REMIND notification group.** Parents are invited to join the group as well. Check the website or email the DE coordinator for more details.
8. For Final Exams at the college which conflict with the student's high school class schedule, the student must make arrangements with the high school teacher. See the DE coordinator with any unresolved schedule conflicts.
9. Students must maintain Satisfactory Academic Progress (SAP). Students are required to maintain a minimum 2.0 cumulative GPA. Students must successfully complete a minimum of 67% of the cumulative credit hours attempted (cumulative earned hours/cumulative attempted hours).
 - a. Students who are not meeting SAP because of completion ratio and/or cumulative GPA are allowed to receive financial aid for one term with a status of WARNING. Students are notified by email when they are placed in a WARNING status. Please READ all correspondence received from the financial aid office. If a student receives a WARNING status prior to last semester in high school, the student will not be approved for additional DE courses.