

5534 Dual Enrollment for Academic Enrichment Courses 5534

The staff shall see that individual learners are encouraged to pursue programs that meet their individual needs and that encourage them to stay in school. This can be done by individualizing the goals of each student and by facilitating access to academic enrichment courses available within accredited institutions (institutions of higher education, community colleges, and non-WCPSS secondary schools accredited by the Southern Association of Colleges and Schools or one of its regional equivalents). Dual enrollment needs to be pursued with thought and planning and requires written approval of parents and the principal prior to enrollment. Graduation credits for academic enrichment courses taken within these accredited institutions will be awarded and grades will be used to calculate GPA only if the requirements of this policy are met.

5534 R&P Dual Enrollment for Academic Enrichment Courses 5534 R&P

A. Career and College Promise (High School)

The Career and College Promise (CCP) program offers qualified high school students structured dual enrollment opportunities to earn both high school and community college credit through (1) a Career and Technical Education Pathway or (2) a College Transfer Pathway. Career and College Promise works in accordance with the North Carolina Community Colleges system, state law, and State Board policies. For more information, refer to the Career and College Promise website (<http://careercollegenc.org>).

1. The parent or guardian of the high school student must give permission for the course to be taken, and the student and parent/guardian must complete the dual enrollment form prior to enrolling in the course. Enrollment of a student in a course is the responsibility of the student and his/her parent or guardian.
2. The course must be approved in advance by the principal through the use of the dual enrollment form. Prior to granting approval, the principal shall determine whether the course being taken is eligible for credit toward graduation in accordance with the procedures and requirements developed by the superintendent or designee.
3. Principals may approve a request for dual enrollment in a CCP Technical Career course even if the course is available at the base school.
4. The principal may grant permission for a dually enrolled student to attend classes at the IHE during the regular school day.
5. Books, materials, and transportation required of the student are the responsibility of the student and the parent or guardian. Students taking CCP courses are not required to pay tuition.

6. To receive credit towards high school graduation, the school from which the course is offered must provide such essential information as is generally included in official transcripts of school records. This information includes but not limited to:
 - a. a description of the content and subject matter covered by the course;
 - b. a syllabus from the course instructor that includes course goals, course objectives, course activities, and grade requirements;
 - c. the student's achievement or performance level in the course.
7. Credit will not be awarded for office, teacher, or laboratory assistance.
8. High School graduation credits and grades will be awarded when the student presents evidence from the IHE of successful completion of the course. Quality points will be calculated as defined in the WCPSS High School Program Planning Guide.
9. At the end of each IHE quarter, semester, or summer school session, the student will be responsible for providing the base school with an official transcript as evidence of course completion.
10. A dually enrolled student taking a three to five (3-5) hour semester course or a quarter hour equivalent and successfully completing the course requirements will receive one credit at the base school.
11. Grades for courses taken under dual enrollment will be used to calculate the Grade Point Average (GPA) of the high school student.
12. The base school will record the credit and grade on the student's official transcript.
13. Students enrolled at an IHE shall be subject to all of the established rules, regulations, and calendar of that institution.
14. The dual enrollment of students during the summer is permitted with the permission of the parent or guardian and the student's principal. Permission must be obtained prior to enrolling.

B. Other College Courses (High School)

Students wishing to enroll in courses taught by a college, university, or other institution of higher education (IHE) must follow the guidelines for receiving course credit as established by the superintendent or designee. Credit towards graduation shall be granted only for courses which are consistent with policies and standards of the school district and State Board requirements, including the requirements of the State Board policy GCS-M-001, "Course for Credit."

1. The parent or guardian of the high school student must give permission for the course to be taken, and the student and parent/guardian must complete the dual enrollment form prior to enrolling in the course. Enrollment of a student in a course is the responsibility of the student and his/her parent or guardian.
2. The course must be approved in advance by the principal through the use of the dual enrollment form. Prior to granting approval, the principal shall determine whether the course being taken is eligible for credit toward graduation in accordance with the procedures and requirements developed by the superintendent or designee.
3. Principals shall only approve requests to enroll in outside institutions and entities if:
 - a. the course is not available or cannot be scheduled at the student's base school;
 - b. the student's participation in the course does not in any manner conflict with his or her enrollment/participation in required courses at his or her base school;
 - c. the course is not required by the State Board of Education to be taken at a public school.
4. The principal may grant permission for a dually enrolled student to attend classes at the IHE during the regular school day.
5. Each course provider must be accredited by the Southern Association of Colleges and Schools or its regional equivalent.
6. Fees, charges, tuition, books, materials, and transportation required of the student are the responsibility of the student and the parent or guardian.
7. To receive credit towards high school graduation, the school from which the course is offered must provide such essential information as is generally included in official transcripts of school records. This information includes but not limited to:
 - a. a description of the content and subject matter covered by the course;
 - b. a syllabus from the course instructor that includes course goals, course objectives, course activities, and grade requirements;
 - c. the student's achievement or performance level in the course.
8. Credit will not be awarded for office, teacher, or laboratory assistance.
9. High School graduation credits and grades will be awarded when the student presents evidence from the IHE of successful completion of the course. Quality points will be calculated on as defined in the WCPSS High School Program Planning Guide.
10. At the end of each IHE quarter, semester, or summer school session, the student will be responsible for providing the base school with an official transcript as evidence of course completion.

11. A dually enrolled student taking a three to five (3-5) hour semester course or a quarter hour equivalent and successfully completing the course requirements will receive one credit at the base school.
12. Grades for courses taken under dual enrollment will be used to calculate the Grade Point Average (GPA) of the high school student.
13. The base school will record the credit and grade on the student's official transcript.
14. Students enrolled at an IHE shall be subject to all of the established rules, regulations, and calendar of that institution.
15. The dual enrollment of students during the summer is permitted with the permission of the parent or guardian and the student's principal. Permission must be obtained prior to enrolling.

C. E-Learning/NC Virtual Public Schools (Middle/High School)

The North Carolina Department of Public Instruction, in partnership with North Carolina's Distance Learning System, North Carolina Virtual Public School (NCVPS), Local Education Agencies (LEA), and the North Carolina University System gives public school students the opportunity to take a wide array of online courses outside the normal school day or during the school day. Participation in these programs requires the completion of the dual enrollment form and principal's approval. Students may also take individualized e-learning courses that meet State Board requirements and district policies for course credit and is from one of the accredited institutions.

1. The superintendent or designee may develop additional procedures and requirements consistent with State Board requirements and local policy for students enrolling in a NCVPS course available through the University of North Carolina system and/or community colleges.
2. Students must be currently enrolled in a Wake County Public middle or high school.
3. As NCVPS's courses are made available, they will be provided at no cost to the WCPSS student or the student's parent or guardian. Due to budgetary restraints schools may request that parents purchase any required textbooks that are not available online or readily available in their building. Any additional resources

(such as digital cameras, handheld devices, MIDIIs, etc.) required by the instructor of the online course are the sole responsibility of the student.

4. E-learning courses must meet the State and local board requirements to qualify for course credit. Enrolling in an e-learning course for credit will count toward satisfying local board requirements related to minimum instructional days, seat time policies, student attendance, athletics and/or extracurricular obligations.
5. E-learning courses offering instruction in courses included with the NC Standard Course of Study must meet the Standard Course of Study competency goals and objectives. E-Learning courses offered for Advanced Placement or International Baccalaureate credit must align with nationally validated standards for AP and IB, where available.
6. Where required, end-of-grade tests, end-of-course tests, and post assessments must be used as an indicator of student mastery. The student's base school schedules and administers EOC and EOG tests. These scores shall be included in the determination of the base school's ABCs and AYP status.