

Dual Enrollment Articulation Agreement Submission Site

Submitter:

Agreement Effective Date: 8/10/2021

Representing:

Career and Technical Center: Flagler Technical Institute

District(s) the Agreement(s) include

Flagler County Schools

Type of Dual Enrollment Articulation Agreement for Submission

Public Postsecondary Institution – School District

(A) Public Postsecondary Institution Agreement with Public School Districts

Each district school superintendent and each public postsecondary institution president shall develop a comprehensive dual enrollment articulation agreement for the respective school district and postsecondary institution. The superintendent and president shall establish an articulation committee for the purpose of developing the agreement. Each state university president may designate a university representative to participate in the development of a dual enrollment articulation agreement. A dual enrollment articulation agreement shall be completed and submitted annually by the postsecondary institution to the Department of Education on or before August 1.

1. A ratification or modification of all existing articulation agreements.

This agreement was established by an articulation committee consisting of the Assistant Superintendent for Academic Services, Career and Technical Education Specialist, Director of FTC, and Principal. FTC and iFlagler agree that the terms of this Contract may be revised at any time by formal written amendment to this Contract executed by both parties hereto. Either party may terminate this Contract to be effective at the end of the current semester so that students do not lose potential high school credit. The termination must be in writing.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program.

The high school shall notify parents and students of the option to dual enrollment courses including how and when enrollment will occur. The high school shall specifically market the FTC career and technical education programs to potentially qualified iFlagler students and parents. The high school agrees to add FTC courses to the course selection sheet and will assist with the dual enrollment application for FTC.

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

Dual Enrollment Articulation Agreement Submission Site

Heavy Equipment Operations Technician (T440200) - 900 Hours – 6 credits – Juniors and Seniors

OCP Course Number Course Title Length HS Credit Subject

A TRA0070 Heavy Equipment Maintenance Technician 150 hours 1 Vocational

B TRA0086 Tractor Operator 150 hours 1 Vocational

C TRA0087 Off-road Equipment Operator 1 300 hours 2 Vocational

E TRA0049 Crane Operator 300 hours 2 Vocational

Nursing Assistant (Articulated) (H170690) - 165 hours – 1 credit – Seniors Only

OCP Course Number Course Title Length HS Credit Subject

A HSC0003 Basic Healthcare Worker 90 hours 0.5 Vocational

B HCP0121 Nurse Aide and Orderly (Articulated) 75 hours 0.5 Vocational

Students will sit for the Certified Nursing Assistant (CNA) Certification (FDMQA002) upon completion of this program.

Emergency Medical Technician - ATD (W170212) - 300 hours – 2 credits – Seniors Only

OCP Course Number Course Title Length HS Credit Subject

A EMS0110 Emergency Medical Technician (EMT) 300 hours 2 Vocational

Students will sit for the Emergency Medical Technician NREMT001 upon completion of this program. This certification articulates to 9 college credit hours toward an AS degree in Emergency Medical Services.

4. A description of the process by which students and their parents exercise options to participate in the dual enrollment program.

Applications are due by July 15th of each year for the following August start unless otherwise notified by FTC and shall be submitted to the Student Services Department at FTC

5. A list of any additional initial student eligibility requirements for participation in the dual enrollment program.

FTC shall determine and communicate the minimum criteria for eligibility into each of their programs. Minimum criteria shall be consistent among all students. iFlagler students will have an opportunity to apply for any dual enrollment program offered by FTC not requiring prerequisites. Dual enrollment programs will lead to a certification listed on the Industry Certification Funding List (s. 1008.44, F.S.). iFlagler shall follow set criteria when determining which students appear qualified and eligible to enroll in FTC programs. Students applying for dual enrollment must have a minimum GPA of 2.0. Most dual enrollment programs require an application. Admittance into dual enrollment programs is determined on a point basis and not first come first serve.

6. A delineation of the high school credit earned for the passage of each dual enrollment course.

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7. A description of the process for informing students and their parents of college-level course expectations.

3. FTC shall ensure that the faculty follows the Florida Department of Education program frameworks. Dual enrollment programs are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on a high school campus. As such FTC will indicate to the student the expectation of college level course work.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

None

Dual Enrollment Articulation Agreement Submission Site

9. The registration policies for dual enrollment courses as determined by the postsecondary institution.

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10. Exceptions, if any, to the professional rules, guidelines, and expectations stated in the faculty or adjunct faculty handbook for the postsecondary institution.

None

11. Exceptions, if any, to the rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members.

None

12. The responsibilities of the school district regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program.

The high school shall make initial determinations as to whether a particular student appears qualified for a particular FTC program to include consideration for maximum course loads. The high school guidance counselor will monitor dual enrollment students each semester to ensure GPA requirements are maintained.

13. The responsibilities of the postsecondary institution regarding the transmission of student grades in dual enrollment courses to the school district.

FTC faculty shall be responsible for tracking and/or calculating grades, Occupational Completion Points, Industry Certifications, and attendance. Both schools shall post grades and attendance. The high school shall post the same information as given to them by FTC.

14. A funding provision that delineates costs incurred by each entity.

A. Compensation

All secondary students are exempt from the payment of tuition and all fees. FCSD shall cover student books and the costs of the instructor(s) for the career and technical education programs attended by iFlagler secondary students.

FTC shall provide and cover the costs of all equipment, materials and supplies that they typically provide to other students. FCSD shall provide the costs of certification fees, background checks, drug tests, and any other outside cost for the program. Students shall be responsible for uniforms if applicable.

B. Invoicing Procedures

FTC shall invoice the appropriate school for student books at the start of the semester in which the student enrolls. The school shall pay each invoice in accordance with Florida Statutes and Rules after receipt and approval of proper invoice submitted by FTC. Remittances by the school to FTC shall be made payable to Flagler Technical College and payments shall be forwarded to 5400 E. Highway 100, Palm Coast, Florida, 32164. FTC shall assure that funds received shall be deposited in such a way as to reimburse the sources which made the original expenditures for the provision of services. Invoices shall be submitted in detail sufficient for a proper pre-audit and post-audit.

C. Payment Responsibilities

Upon receipt, the high school shall have five (5) working days to inspect and approve goods and services delivered. Payment is disbursed to FTC within forty (35) days of receipt of the invoice received. Invoices returned to FTC due to preparation errors will result in a payment delay. Invoice payment requirements will not start until a properly completed invoice is provided to the high school. Nothing herein shall be construed as to allow payment of any compensation to FTC in advance of the delivery of services to students.

15. Any institutional responsibilities for student transportation, if provided.

students are responsible for transportation to FTC

Dual Enrollment Articulation Agreement Submission Site

16. 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.

The high school shall provide FTC faculty with complete Transition Individualized Education Plans for each student requiring accommodations, so they will understand the needs and accommodations necessary for each student. All reasonable accommodations will be made to ensure the success of each student. Postsecondary career certificate curriculum cannot be modified.