

Dual Enrollment Articulation Agreement Submission Site

Submitter:

Agreement Effective Date: 7/20/2021

Representing:

Career and Technical Center: Suncoast Technical Education Center

District(s) the Agreement(s) include
Hernando County Schools

School District: Hernando 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.

The Agreement is entered into by and between Suncoast Technical Education Center and Hernando County School District and the Public High Schools of Hernando County School District. The agreement shall govern the eligibility and enrollment of the students and the administration of the technical courses offered via dual enrollment effective July 1, 2021 and ending June 30, 2022. The agreement shall be revised and renewed on an annual basis. The Hernando County School District Superintendent or designee, and the Supervisor of Adult & Technical Education or designee, shall conduct the annual renewal by presenting any revisions for the adoption to the school district. The Agreement, once signed by both parties and submitted to the State, can only be amended in accordance with Florida Rules and will remain in effect throughout the academic year for which it was established. All parties agree to abide by any Florida Department of Education rule changes, regarding Career Dual Enrollment credit.

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

Students and parents are notified of the option to participate in Dual Enrollment during annual academic planning in middle school and high school. Students and parents also receive information concerning Dual Enrollment opportunities through the following: individual student advisement with school Guidance Counselors, the Hernando County School District's Student Progression Plan and School Procedures Handbook, HCSD website, Suncoast Technical Education Center website, and other district communications including social media.

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

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Program Course Code Course Name Course Code Clock Hours Credit Hours

Applied Cybersecurity Y100300 Cybersecurity Associate CTS0018: 600hrs 4CR
Information Security Manager CTS0019: 150hrs 1CR
750hrs 5CR

Automotive Service Technology 1 T400700 Automobile Services Assistor AER0014: 300hrs 2CR
Automotive Brake System Technician AER0418: 150hrs 1CR
Automobile Suspension and Steering Technician AER0453: 150hrs 1CR
Automotive Electrical/Electronic System Technician AER0360: 300hrs 2CR
Engine Repair Technician AER0110: 150hrs 1CR
1050hrs 7CR

Heating, Ventilation, Air Conditioning/Refrigeration 1 C400410 Introduction to HVAC/R ACR0000: 250hrs 1.5CR
HVAC/R Fundamentals ACR0001: 250hrs 1.5CR
HVAC/R Service Practices ACR0012: 250hrs 1.5CR
750hrs 4.5CR

Welding Technology J400400 Welder Assistant 1 PMT0070: 150hrs 1CR
Welder Assistant 2 PMT0071: 150hrs 1CR
Welder, SMAW 1 PMT0072: 150hrs 1CR
Welder, SMAW 2 PMT0073 150hrs 1CR
Welder PMT0074: 450hrs 3CR
1050hrs 7CR

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

Hernando County School District and Suncoast Technical Education Center will work collaboratively to notify students and their parents of the dual enrollment process acceleration mechanisms. Hernando County School District staff shall inform all eligible secondary students and their parents of career dual enrollment as an educational option and mechanism for acceleration, including the eligibility criteria for taking a postsecondary career certificate course. Any interested students should be prepared to visit the program and instructor prior to beginning the registration process for the career certificate program. Students must be at least 16 years of age, have a minimum 2.0 unweighted GPA and be on target for graduation. Attendance and discipline records must be satisfactory. Recommendation for the application process to Suncoast Technical Education Center will be through school guidance counselors.

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

The statutory eligibility requirements for career dual enrollment include a 2.0 unweighted GPA per s.1007.271. Rule 6A-10.040 and Section 1004.91(2) F.S., Basic Skills Requirements for Postsecondary Career and Technical Certificate Education require that students shall complete an entry level basic skills examination within the first six weeks of admission into the program

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

A delineation of the high school credit earned for the completion of each career dual enrollment course and program will provide a clock hour to credit hour equivalency. The high school credit will only be awarded upon successful completion of the entire postsecondary course. The weighting for the dual enrollment courses will be weighted in line with Advanced Placement, International Baccalaureate, and Advanced International Certificate of Education courses in calculating the GPA.

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

All students and their parent/guardian will complete a Dual Enrollment Rules and Expectations Form.

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

Per s. 1007.271(3), F.S. will allow an exception to entrance based on grade point average to the agreement on the recommendation of all parties. Consideration is on a case by case basis.

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

The registration policies are:

1. Submission of interest.
2. Acceptance of offer of place in a program.
3. Sign the Rules and Expectations form.
4. Mandatory attendance at orientation.

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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.

There are no stated exceptions.

Per s. 1007.271(3), F.S. will allow an exception to entrance based on grade point average to the agreement on the recommendation of all parties. Consideration is on a case by case basis.

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

There are no exceptions that apply to faculty members.

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 initial screening of potential applicants shall be the responsibility of high school guidance counselors to determine career readiness, appropriate GPA, attendance and behavior records. Reports will be provided throughout the sessions to high school counselors regarding the progress of all students. The Suncoast Technical Education Center administrative team will review progress throughout each session and take steps to ensure students stay on track. A sufficient GPA must be maintained throughout.

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

Suncoast Technical Education Center will enter grades and transmit to the school data entry at the school of record. Grades for dual enrollment will be entered on both the student's high school transcript and the postsecondary transcript. Credit hours upon completion of the courses transmission of the grades will be sent to the school of record in Hernando County School District.

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

Sections 1007.271 and 1009.25, F.S. provides that dual enrollment students are exempt from payment of tuition, fees including laboratory fees and registration fees. For dual enrollment career course, the Hernando County School District will pay costs such as books, lab fees and certifications associated with each program. These shall be payable prior to the start of each session in full to Suncoast Technical Education Center.

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

Dual enrollment students are responsible for arranging and paying for transportation to and from Suncoast Technical Education Center as well as all other dual enrollment related transportation. Parents/guardians assume all financial responsibility and liability for dual enrollment related transportation.

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.

Suncoast Technical Education Center assures students with disabilities equal access as described in Section 504 and 508 of the Rehabilitation Act of 1973 and in compliance with the Americans with Disabilities Act Amendments Act of 2008 (ADAAA). Disclosure of a disability is voluntary.

A student must satisfy the definition of a disability as established by the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Section 504 defines a disability as a condition which substantially limits one or more major life activities such as learning, walking, seeing, hearing, breathing, caring for oneself, and working. To be eligible for accommodations, a student must provide appropriate documentation of each disability that demonstrates an accompanying substantial limitation to one or more major life activities. To obtain services and accommodations, current documentation is required (within 5 years) and must be presented to Student Services.