

**DUAL ENROLLMENT AGREEMENT BETWEEN**  
**THE TREASURE COAST TECHNICAL COLLEGE AND [home school parent on behalf of home**  
**school student]**

This Dual Enrollment Agreement (“Agreement”) is entered into by the School Board of Indian River County, Florida (“School Board”) on behalf of Treasure Coast Technical College (TCTC), and \_\_\_\_\_ [home school parent] on behalf of \_\_\_\_\_ [home school student] for the provision of career and technical dual enrollment articulation sponsored by the School Board.

1. **Term.** This Agreement shall be effective on the last date approved by any party and shall expire at the completion of the 2021/2022 fiscal year. The parties may renew this Agreement on an annual basis.
2. **Termination.** Any party shall have the right to terminate this Agreement upon 90 days’ prior written notice to the other party to the Agreement.
3. **Enrollment Process.**
  - a. The Parent/Student must fill out the TCTC dual enrollment application which can be accessed online at: [https://tctc.indianriverschools.org/our\\_programs/career\\_dual\\_enrollment](https://tctc.indianriverschools.org/our_programs/career_dual_enrollment).
  - b. The application must be signed by the Parent and Student, and submitted to the Career and Technical Education Advisor at TCTC for review.
  - c. For fall semester dual enrollment, the application is due by the 4th Friday in April. For spring semester dual enrollment, the application is due by the 2nd Friday in November.
4. **Withdrawal.** If the Student chooses to withdraw from a program prior to the start of the first class, they must notify the Career and Technical Education Advisor in the main office. If the course is in progress, they must notify the instructor.
  - a. Students who withdraw from a course, or fail a course, cannot take additional dual enrollment classes until they have retaken and completed the withdrawn or failed course at their own expense.
5. **Weighting of Grades.** All dual enrollment courses are weighted for the purposes of class ranking. Dual enrollment courses are weighted the same as advanced placement, international baccalaureate, and advanced international certificate of education courses when the GPA is calculated.
6. **Distribution of Grades.** Grades are posted by TCTC in the student information system. Students will be provided a final transcript to reflect completed courses and grades.
7. **Student Expectations.** Career Dual Enrollment rules and expectations are provided to students and parents during the enrollment process and can be found on the website at: <https://tctc.indianriverschools.org/common/pages/DisplayFile.aspx?itemId=4215116>
8. **Maximum Enrollment.** Students will be limited to a maximum of 1050 hours of CTE dual enrollment per year.

9. **Available Courses/Programs.** Programs available for career dual enrollment for the 2021/2022 fiscal year are as follows:

a. J400400 - Applied Welding Technologies

OCP	Course Number	Course Title	Length	High School Credit
A	PMT0070	Welder Assistant 1	150 hours	1
	PMT0071	Welder Assistant 2	150 hours	1
B	PMT0072	Welder, SMAW 2	150 hours	1
	PMT0073	Welder SMAW	150 hours	1
C	PMT0074	Welder	450 hours	3

AWELD011 AWS Certified Welder - SMAW Pipe American Welding Society

b. H170690 – Nursing Assistant Articulated

OCP	Course Number	Course Title	Length	High School Credit
A	HSC0003	Basic Healthcare Worker	90 hours	.5
B	HCP0121	Nursing Assistant	75 hours	.5

FDMQA002 Certified Nursing Assistant (CNA) Florida Department of Health

c. H170302 – Phlebotomy

OCP	Course Number	Course Title	Length	High School Credit
A	HSC0003	Basic Healthcare Worker	90 hours	.5
B	MEA0520	Phlebotomist	75 hours	.5

NATHA007 National Healthcareer Association (CPT) Phlebotomy Technician Certification

d. H170500 – Pharmacy Technician

OCP	Course Number	Course Title	Length	High School Credit
A	HSC0003	Basic Healthcare Worker	90	.5
B	PTN0084	Pharmacy Technician 1	360	2
B	PTN0085	Pharmacy Technician 2	300	1
B	PTN0086	Pharmacy Technician 3	300	2

NATHA010 National Healthcareer Association Certified Pharmacy Technician

10. **Student Eligibility Requirements.**
  - a. Must provide proof of enrollment in a home education program.
  - b. Must be a student in grades 11-12.
  - c. Must present qualifying scores on a CPT-Accuplacer, SAT, ACT or PERT test. All students must meet the Basic Skills Requirements as required in section 1004.91(2), Florida Statutes. In the event college readiness scores are not available, the student will have to register for the Basic Skills Examination administered at TCTC, at the expense of the Student.
  - d. In order to maintain continued eligibility, Student must maintain a 2.0 unweighted GPA in their career dual enrollment program.
  - e. Cannot be scheduled to graduate from high school prior to the completion of the dual enrollment course.
  - f. Students may lose the opportunity to participate in the dual enrollment program if they are found to be in violation of the Indian River School District Student Code of Conduct. Treasure Coast Technical College Career Dual Enrollment rules and expectations are outlined in writing online at: [https://tctc.indianriverschools.org/our\\_programs/career\\_dual\\_enrollment](https://tctc.indianriverschools.org/our_programs/career_dual_enrollment) . The form must be signed by both Parent and Student and turned into TCTC prior to enrollment.
11. **Course Credit.** The Florida Department of Education provides and annually updates the Dual Enrollment Course- High School Subject Area Equivalency List. The Dual Enrollment Course – High School Subject Area Equivalency List mandates the minimum subject area credit awarded for specific courses taken through dual enrollment. This includes, for career courses, a conversion of clock hours to high school credit. The list can be found online at: [https://tctc.indianriverschools.org/our\\_programs/career\\_dual\\_enrollment](https://tctc.indianriverschools.org/our_programs/career_dual_enrollment) .
12. **TCTC Program Requirements.**
  - a. A passing grade of 76% or higher indicates mastery of the performance standards for the course.
13. **Funding.**
  - a. Students receiving instruction under the provisions of this agreement shall be exempt from the payment of all application, registration, matriculation, book and laboratory fees to School Board or TCTC.
  - b. All textbooks and reusable course materials are property of TCTC and must be returned to the school by the Student using the course materials.
  - c. All programs have a cost sheet which outlines required cost components of the program which are the responsibility of the Parent/Student.
14. **Student Transportation.** Transportation to and from TCTC is the responsibility of the Parent/Student.
15. **Services/Resources for Students with Disabilities.** Federal and state legislation requires the provision of accommodations for students with disabilities as identified on the secondary student's Individual Educational Plan (IEP) or 504 plan.

16. **Transfer Guarantees.** The dual enrollment transfer guarantees information can be reviewed at: <http://info.fldoe.org/docushare/dsweb/Get/Document-6472/hb7059tapb.pdf> .
17. **No Waiver of Sovereign Immunity.** Nothing contained herein is intended to serve as a waiver of sovereign immunity by the School Board of Indian River County. The School Board does not waive the limits of liability as set forth in section 768.28, Florida Statutes.
18. **Non-Discrimination.** No party to this dual enrollment agreement shall exclude any person from participation, discriminate against, or deny any services or benefits to any person's enrollment or participation in the dual enrollment program based upon the grounds of race, (including anti-Semitism), ethnicity, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes").

IN WITNESS WHEREOF, the Parties hereto have executed this Dual Enrollment Agreement.

**THE SCHOOL BOARD OF INDIAN RIVER  
COUNTY, FLORIDA**

By:   
David K. Moore, Ed.D., Superintendent

Date Approved: 6/22/, 2021

Parent: \_\_\_\_\_

Print Name: \_\_\_\_\_

Student: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_, 2021