

Fulton County Schools
2021-2022 Enrollment Contract

In addition to meeting all local school, district and college deadlines, students are required to complete the FCS Dual Enrollment Contract, the [Dual Enrollment Funding Application](#), and the application for admissions into the post-secondary institution's Dual Enrollment program. Students are also asked to become familiar with the [Dual Enrollment Process for Students in Fulton County Schools](#).

Student Information

Name _____ Email Address _____ Number _____

Current Grade Level _____ Total Credits Earned _____ Graduation Year _____ Assigned Counselor _____

Parent/Guardian Information

Name _____ Email Address _____ Number _____

Dual Enrollment Information

The student is applying to and plans to attend the following Postsecondary Institution: _____

The student is applying for Dual Enrollment for the following term(s):

Summer 2021 Fall 2021(Full-time Part-time) Spring 2022 (Full-time Part-time)

The student is pursuing the following Dual Enrollment Option:

Option A: This option allows high school students to take approved college courses while working to obtain the 23 credits needed to earn a high school diploma.

*Part Time Dual Enrollment Students (Combination of DE + High School course(s) must equal a full high school schedule.)

*Full Time Dual Enrollment Students (DE courses must equal a minimum of 12+ hours with at least 4+ Postsecondary Courses.)

Option A High School Graduation Course Requirement: 4 English, 4 Math, 4 Science, 3 Social Studies, 3 CTAE/Fine Arts/Foreign Lang, 1 PE/Health, 4 Electives.

Option B: Students pursuing this option must complete the following to earn a high school diploma:

Option B High School Graduation Course Requirement: 2 English (9th Grade Lit., and 1 other core ELA course) 2 Math (Algebra 1, Geometry) 2 Science (Biology, and 1 other core Science course) 2 Social Studies (2 core Social Studies courses) 1 Health and PE course (Health and Personal Fitness) and any state required tests associated with any such courses.

Option B Post-Secondary (College) Requirements:

Completion of one of the following is required:

Associate Degree Technical College Diploma Two (2) Technical College Certificates (TCCs)

Student's Option B Program of Study/Major _____

Effective Summer term 2020 and beyond:

- Public high school students designated by their high school, as pursuing High School Graduation Option B (SB2) on their Spring term 2020 DE application • Must have DE invoice paid for Spring 2020 • May continue to complete their Option B pathway and are not subject to the Funding Cap.
- Students choosing Option B after Spring 2020 are subject to the 30-credit or 45 credit hour funding cap and will be required to pay out of pocket for all remaining courses/credit hours, fees and textbooks. [HOPE Grant and HOPE Career Grant](#) may cover a portion of the out-of-pocket costs.



Graduation Requirements

Dual enrollment students are responsible for meeting the district's and the State Board of Education's [requirements for graduation based upon their 9th grade entry date](#).

Participating Dual Enrollment students are required to complete the following, current and remaining courses needed to fulfill Fulton County Schools graduation requirements as outlined in [Fulton County School District Board Policy IHF \(5\)](#):

Remaining Graduation Requirements

Math	Science	Social Studies	ELA	Electives/Others

Projected Student Schedule

Students and parents should visit the [GaFutures Dual Enrollment Course Directory](#) to view a list of approved courses. When outlining the student's schedule, the above-mentioned graduation requirements should be considered to ensure the student remains on track for graduation. Using the charts below, **list all courses the student plans to take at the high school and the courses the student plans to take at the college. Please note that a full schedule must be listed.**

Summer 2021 Schedule	
Courses Taken at High School	Dual Enrollment Courses Taken at College (Course Name/Number)

Fall 2021 Schedule	
Courses Taken at High School	Dual Enrollment Courses Taken at College (Course Name/Number)

Spring 2021 Schedule	
Courses Taken at High School	Dual Enrollment Courses Taken at College (Course Name/Number)

Student Dual Enrollment Agreement Contract

Students and a parent/guardian, are required to read and initial each section below, agreeing that they understand and will abide by and follow the terms, processes and procedures set forth in this contract:

Eligibility

(STUDENT/PARENT INITIALS)

A student shall be eligible to participate in the program if he/she:

1. Enrolled in a Fulton County School high school, and
2. Has not received a high school diploma, and
3. Meets admission requirements and has been accepted by an eligible postsecondary institution, and
4. Beginning Summer 2020, has not withdrawn from two or more college courses, and
5. Meets district, college, and local high school deadlines, and
6. Meets grade level eligibility requirements set forth by HB444. 9th Graders (Not Eligible), 10th Graders ([Conditional Eligibility](#)), 11th-12th Graders (Eligible)

Student Participation Expectations

(STUDENT/PARENT INITIALS)

1. Student participation in any Dual Enrollment program, as defined in the State Board Policy for Dual Enrollment Program, is a student choice. Because this choice exists for students, it is the responsibility of the student and the parent/guardian to be knowledgeable about the program and its potential effects upon high school graduation, grade point averages, HOPE eligibility, and rank in class.
2. Participation in the program requires the student to meet Fulton County Schools and local high school deadlines. Students who fail to meet deadlines will not be allowed to participate in the Dual Enrollment program for the semester.

FCS Summer & Fall Dual Enrollment Participation Deadlines

- Complete college application and local school's process by **March 31**.
- Submit college schedule to high school counselor as soon as possible but no later than Fulton County Schools first official day of Summer/Fall semesters.

Spring Dual Enrollment Participation Deadlines

- Complete college application and local school's process by **November 1**.
- Submit college schedule to high school counselor as soon as possible but no later than Fulton County Schools first official day of Spring semester.

Any applications processed, or schedules submitted after these dates will not be accepted

3. Maintain communication with the student's high school counselor while taking college courses through the Dual Enrollment program.
4. Provide to the high school a copy of the college schedule upon course registration.
5. Complete [Dual Enrollment Funding Application](#) by the posted college's and GSFC deadline.
6. Parent must complete the [Dual Enrollment Parent/Guardian Participation Agreement](#).
7. Obtain counselor approval **BEFORE** any changes are made to the college schedule.
8. A student is ineligible to receive Dual Enrollment payment for courses not selected from the [Ga Futures Dual Enrollment Course Directory](#).
9. Follow the rules and regulations of the college and Fulton County School District.
10. Provide his/her own transportation if student takes courses on the college campus. Students are responsible for ensuring they arrive to courses scheduled at his/her high school on time and must remain off the high school campus when not scheduled for courses and/or participating in a supervised activity.
11. Work with the college on all necessary SSD (services for students with disabilities) procedures, if applicable.
*Note- FCS 504's and IEP's do not transfer to the college setting.
12. Complete all required courses for high school graduation.
13. Seniors- Submit the official college transcript to the high school before school's set graduation date to be eligible to participate in graduation rehearsal and ceremony.
14. Consult with school counselor before withdrawing from a college course. APPROVAL IS NEEDED before withdrawing.

15. Understand that post-secondary institutions do NOT follow the Fulton County School District calendar. Students are expected to meet attendance requirements and follow the schedule of the post-secondary institution for Dual Enrollment courses.
16. Understand that high school schedules and college course offerings need to align to move forward with Dual Enrollment. Students may be required to select other courses when there is a conflict between courses offered at the high school.

State Assessments

_____/_____
(STUDENT/PARENT INITIALS)

1. The student is required to meet all state assessment requirements. Students will be required to take End of Course (EOC) state assessments required for specific courses. [FAQ EOC & Dual Enrollment](#)
2. The courses taken by the student at the college may contain some but not all of the concepts and topics taught in high school. (NOTE: High school courses must be based on the Georgia Performance Standards. College courses do not have to meet this requirement.)
3. The student is responsible for making arrangements with their high school to take all required state assessments.
4. For any college course that requires an EOC, the student's grade for the college class on their high school transcript will be calculated to include, 20% of their EOC grade and 80% of their final grade in their college course. The student's college transcript grade will not change.
5. Students taking Biology for the first time at the college level must take the EOC test for Biology at their home school.

Awarding Course Credit

_____/_____
(STUDENT/PARENT INITIALS)

1. Submit official college transcript to high school counselors at the end of each term.
2. All funded courses taken, and grades earned through Dual Enrollment will be placed on the student's high school transcript.
3. The student's letter grade on the college transcript will be converted to a numeric grade in accordance with district board policy IH, VII. Honors points will be added to the numeric grade at the end of the term for passed classes only. A=95, B=85, C=75, D=70 and F=60.
4. The semester/quarter hours awarded by the postsecondary institution will be converted to Carnegie Units on the student's transcript.

College Credit Hours	Assigned High School Credit
One to Two Semester Credit Hours	.5 High School Unit Credit
Three to Five Semester Credit Hours	1.0 High School Unit Credit
One to Three Quarter Credit Hours	.5 High School Unit Credit
Four to Eight Quarter Credit Hours	1.0 High School Unit Credit

Course Incompletion, Withdrawal or Failure

_____/_____
(STUDENT/PARENT INITIALS)

1. A student's graduation may be delayed if:
 - A student withdraws from or fails a course needed for graduation.
 - Students are not guaranteed high school level course placement beyond the first 10 days of the semester for any dropped/withdrawn Dual Enrollment courses.
 - A course is audited rather than taken for credit.
 - A student withdraws from a college course or fails a college course needed for graduation and is unable to enroll in a high school or college course that will allow on-time graduation.
 - A student withdraws from a college class and enters a high school class, potentially missing course content.
2. A student will receive final marks for all Dual Enrollment coursework.
3. If a student withdraws from a course and does not transfer/enroll in another course at the college or high school, he/she will receive a "W" (withdrawn) as a final mark on their Fulton County Schools official transcript. The "W" does not count for any amount of credit.

4. Beginning Summer term 2020, a student is no longer eligible to continue receiving program funding after their second course withdrawal. Withdrawals prior to Summer term 2020 are not considered.
5. Repeats/Retakes: A student may not receive funding for the same course twice. Courses taken Summer term 2020 or later cannot be retaken and receive funding; does not include courses taken through Spring term 2020.
6. Any change to Dual Enrollment course work, must be approved by the high school counselor prior to the change.

Competitive Activities

(STUDENT/PARENT INITIALS)

1. "To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to pass classes that carry the equivalent of at least 2.5 Carnegie Units counting toward graduation the semester immediately preceding participation" (**Georgia High School Association Constitution and By-Laws**). Other eligibility concerns may be confirmed with the athletic director. Parents will need to consider whether practices, games, etc. will interfere with the completion of postsecondary course requirements.

Dual Enrollment Funding:

(STUDENT/PARENT INITIALS)

1. All first-time participating students have funding capped at 30 semester/45 quarter hours. No Exceptions
 - The per term maximum of 15 semester or 12 quarter hours continues
 - Additional Dual Enrollment hours may be paid by the student and or the [HOPE Grant Bridge and HOPE Career Grant](#) funding (Student must meet eligibility requirements.)
2. Students who received Dual Enrollment funding through Spring term 2020 (based on paid invoices)
 - Students with 18 semester/27 quarter or less hours prior to Summer term 2020, their Funding Cap is 30 semester/45 quarter hours
 - DE Hours Remaining = 30 - total Funded Paid Hours (based on invoices) through Spring 2020 hours (DE funding hours available for Summer term 2020 and beyond)
Examples:
 - a. Student has 15 semester hours paid through Spring 2020... they have 15 hours remaining 20 quarter hours through Spring 2020, has 25 hours remaining
3. Students who received Dual Enrollment funding through Spring term 2020 (based on paid invoices)
 - Students with 19 semester/29 quarter or more hours prior to Summer term 2020, their Funding Cap is 12 semester/18 quarter hours.
Semester Examples:
 - 19 hours through Spring 2020, has 12 hours remaining
 - 29 hours through Spring 2020, has 12 hours remaining
 Quarter Examples:
 - 29 hours through Spring 2020, has 18 hours remaining
 - 40 hours through Spring 2020, has 18 hours remaining
4. Beginning Summer term 2020, a student is no longer eligible to continue receiving program funding after their second course withdrawal. Withdrawals prior to Summer term 2020 are not considered.
5. Repeats/Retakes: A student may not receive funding for the same course twice. Courses taken Summer term 2020 or later cannot be retaken and receive funding; does not include courses taken through Spring term 2020.

We have read and agree to all conditions and procedures outlined in the Dual Enrollment contract. We understand that we must abide by high school rules and requirements, which may differ from college rules and requirements. We understand that not following the outlined conditions and procedures set forth in this contract will result in the student not being able to participate in the Dual Enrollment Program.

Student Signature _____

Date _____

Parent Signature _____

Date _____