Dual Enrollment

High school students in the state of Michigan have the opportunity to dual enroll in college courses in Michigan post-secondary institutions when certain criteria are met. Dual enrollment provides an increased variety of options to students. Avondale School District will financially support dual enrollment for any student in grades 9-12 who has achieved an adequate score on a standardized test in the subject area in which they want to take a course that is not offered at AHS.

Based on a formula determined by the state, the district determines the amount of financial assistance. This fixed amount may only be used towards tuition. Due to limits in state funding and rising tuition costs, this fixed amount may not fully cover the total cost of tuition. Students are responsible for any tuition fees over the fixed amount, all activity fees, parking fees, books, supplies and transportation.

Students can choose to earn both high school and college credit, in which case the grade will factor into the high school GPA. If a student chooses not to count his/her college classes toward high school credit, the grade and credits will not be included in the GPA or total credits. After the student has successfully completed the college course and submitted a grade report, the credits will be applied towards high school graduation requirements at the following rate: 1-4 college credits = .5 high school credit; 5-8 college credits = 1.0 high school credit.

**NOTE**: Students may enroll in a college or university as a guest student according to the policies of that school. However, college credits earned as a guest student may not be used for high school credit, and Avondale Schools will not pay for any portion of the tuition for guest students.

**CONDITIONS OF DUAL ENROLLMENT**

1. College courses should be related to a student’s career pathway and/or a degree the student wishes to obtain.

2. Student must have taken and received adequate scores on the ACT or SAT test in the subject area in which they wish to dual enroll, according to the Michigan Department of Education.

3. There are courses within subjects for which there are no qualifying scores, such as: philosophy, psychology, sociology, anthropology, computer science, and/or foreign language courses not offered by the high school. Students must then place into Composition I (ENG-1510) based on ACT score, SAT score, or college placement test score.

4. Scores for the EXPLORE or PSAT may be used to predict eligibility prior to taking the ACT or SAT.

5. AP classes take precedence over a college/university course.

**ENROLLMENT PROCESS**

1. The student will make an appointment to meet with the high school counselor to obtain information and about dual enrollment options.

2. The student completes the Avondale High School Dual Enrollment Application and the designated college application.

3. The student submits completed Avondale High School Dual Enrollment Application and designated college application to the Principal for review and approval.

4. The Principal communicates with student regarding the approval status for dual enrollment.

5. The student presents the completed Avondale High School Dual Enrollment Application and designated college application to the counselor by June 1 (Fall Semester) or November 1 (Winter Semester).

6. The counselor completes a voucher letter and a calculation sheet and sends a copy of the letter and the calculation sheet to the business office.

7. The counselor gives the application back to the student. The student will submit the application to the college before July 1, see a college counselor to verify placement status, and register in July for the approved class.

8. The counselor will also give the student two copies of the voucher letter. One copy should be submitted to the registrar’s office at the designated college by August 1 (or December 1 for Winter Semester). One copy will be stamped by the registrar’s office and returned to the high school counselor.

9. The college will invoice Avondale School District for the approved amount. The balance (if any) will be charged to the student.

10. The student **submits a grade** to verify **course completion** at the end of the semester in order to indicate completion or earned credit on the high school transcript.

**Dual Enrollment**

Student eligibility to participate in dual enrollment is determined  **by qualifying scores** (see chart below) in that subject area as  **well as the student meeting the prerequisite for the college course**. For example, a student would need to finish Calculus in order to dual enroll in math. A student who has taken the MME, ACT or SAT and meets the qualifying score in appropriate subject area on one of those exams is eligible for dual enrollment.

|  |  |  |  |
| --- | --- | --- | --- |
| ACT |  Mathematics |  Mathematics | 22 |
|  Reading |  Reading | 21 |
|  Science |  Science | 24 |
|  English |  English | 18 |
| COMPASS |  Mathematics |  Mathematics | 52 |
|  Reading |  Reading | 88 |
|  English |  English | 77 |
| SAT |  Critical Reading |  Reading | 500 |
|  Writing |  Writing | 500 |
|  Mathematics |  Mathematics | 500 |

The MME, ACT, SAT scores are designed to be indicative of whether or not a student **is ready** to take post-secondary courses and succeed without remediation.

If a student has not taken the ACT, SAT or MME, these are the steps to determine eligibility. The EXPLORE, PLAN or PSAT scores are looked at (according to the chart below) to indicate whether or not a student **is on track** to be ready to take post-secondary courses and succeed without remediation. If a student meets qualifying scores on one of these tests, the student would need to take the ACT, MME or SAT to prove eligibility according to the chart above.

|  |  |  |  |
| --- | --- | --- | --- |
| EXPLORE |  Mathematics |  Mathematics | 17 |
|  Reading |  Reading | 15 |
|  Science |  Science | 20 |
|  English |  English | 13 |
| PSAT |  Critical Reading |  Reading | 42 |
|  Writing Skills |  Writing | 41 |
|  Mathematics |  Mathematics | 44 |
|  |  |  |

AVONDALE HIGH SCHOOL

**DUAL ENROLLMENT** **APPLICATION**

Student Name: (First) (Last)

Parent/Guardian Name(s):

Address: City: State: Zip:

Home Phone # Cell Phone #

Student’s Email Address: Year of Graduation:

**QUALIFYING SCORES/ELIGIBILITY** (To be completed by HS Counselor)

**SAT Score** *Math \_\_\_\_ Reading/Writing \_\_\_\_* **Eligibility**: \_\_\_\_ Exhausted Curriculum

**PSAT Score** *Math \_\_\_\_ Reading \_\_\_\_ Writing \_\_\_\_* \_\_\_\_ Course Not Offered

**ACT Score** *Math \_\_\_\_ Reading \_\_\_\_ English \_\_\_\_* \_\_\_\_ Conflict in Schedule

**Compass Score** *Math \_\_\_\_ Reading \_\_\_\_ Writing \_\_\_\_* **HS Credits**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**M-Step Score** *Math \_\_\_\_ ELA \_\_\_\_ Science \_\_\_\_ Social Studies \_\_\_\_* ***GPA****: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Current high school semester classes: \_\_\_\_\_\_ Postsecondary course(s) to be taken during high school:

Name of postsecondary institution: Semester: Fall\_\_\_\_ or Winter\_\_\_\_

*Course Number Course Name Credit Hours Tuition Amount*

*Course Number Course Name Credit Hours Tuition Amount*

*Course Number Course Name Credit Hours Tuition Amount*

I will be using this class as High School Credit, College Credit, or Both High School AND College Credit

Are you a potential NCAA athlete (Division 1 or 2)?

**If you are requesting college and high school credit please bring a copy of your college grades/transcript for this class to the counseling office at the end of each semester**.

*I understand the following:*

► This form must be filled out for each term taken at the postsecondary institution (Fall/June 1 and Winter/December 1).

► Avondale School District will pay the university/college directly in the amount of **$514.93\* per class** (or the cost of tuition, whichever is less)when invoiced by the postsecondary institution. ***\*Amount tentative and subject to state funding****.*

► If the student drops the class/classes before the refund deadline date, the student and/or parent/guardian will be responsible for repaying any fee that would be charged to the district by the postsecondary institution.

► If the student fails the class/classes, he/she and/or parent/guardian will be responsible for repaying any fee charged to the district by the postsecondary institution.

Your signature below indicates consent and agreement with the above information.

Student Parent/Guardian

**Signatures indicate verify that student is eligible for tuition/fee support for courses listed above.**

 Counselor Date

 High School Principal Date

 Assistant Superintendent for Curriculum Date