**Proposed Policy**

* + 1. **Criteria for Participation in Dual Enrollment**

Private, Public, and Homeschool juniors and seniors who meet each of the following criteria may register in college-level credit-bearing courses:

* + - 1. The student submits an Application for Admission.
			2. The student is a rising public or private high school junior or senior, or homeschool student studying at the high school junior or senior level.
				1. The high school student has permission of the principal or designee, and the parent.
				2. The homeschool student has permission of the parent.
			3. The student demonstrates readiness for each college-level credit-bearing course in which they want to enroll. High school and homeschool students are not eligible to enroll in developmental or direct placement co-requisite English and Math courses. In demonstrating readiness, a student must meet one of the criteria established for each type of course in which they want to be registered:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Course Type | High School Transcript\* |  | SAT |  | PSAT |  | ACT |  | VPT |
| Transfer\*\* Courses (except Math) | Current cumulative high school GPA of3.0 or higher | *or* | ERW score of 480 or higher | *or* | ERWscore of 390 or higher | *or* | 18 or higher on both English and Writing subject area tests | *or* | Placement into ENG 111 |
| Career and Technical\*\*\* Courses (exceptMath) | Current cumulative high school GPA of2.0 or higher. | *or* | ERW score of 480 or higher | *or* | ERWscore of 390 or higher | *or* | 18 or higher on both English and Writing subject area tests | *or* | Placement into ENF 1 or higher |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| MTH 101-133 | Current cumulative high school GPA of3.0 or higher and a 2.0 (C) grade or higher in a high school math course | *or* | ERW score of 480 or higher and Math score of 530 or higher | *or* | ERW score of 390 or higher and math score of 500 or higher | *or* | 22 or higher on Math subject area test | *or* | Placement in MTH 111or higher (Satisfaction of MTE 1-3) |
| MTH 154,155 | Current cumulative high school GPA of3.0 or higher and a 2.0 (C) grade or higher in a high school math course | *or* | ERW score of 480 or higher and Math score of 530 or higher | *or* | ERW score of 390 or higher and math score of 500 or higher | *or* | 22 or higher on Math subject area test | *or* | Placement in MTH 154or higher (Satisfaction of MTE 1-5) |
| MTH 161,167Individual colleges may establish criteria for direct placementinto calculus or otherhigh level math courses | Current cumulative high school GPA of3.0 or higher and a 2.0 (C) grade or higher in Algebra 2 or in a higher level mathcourse. | *or* | ERW score of 480 or higher and Math score of 530 or higher | *or* | N/A | *or* | 22 or higher on Math subject area test | *or* | Placement into MTH 161 or higher (Satisfaction of MTE 1-9) |

\*Cumulative GPA may be weighted or unweighted and may be self-reported.

\*\*A transfer course is any course that a college offers and will transcript in fulfillment of the requirements for a Degree or Certificate that is designed to transfer (e.g., AA, AS, AA&S, AFA, Uniform Certificate of General Studies).

\*\*\*A career and technical course is any course that the college offers and will transcript in fulfillment of the requirements for degrees and certificates that are not designed for transfer (e.g., AAS, Certificate, Career Studies Certificates).

4. In addition to meeting the eligibility criteria above, a dual enrollment student must meet all course pre/corequisites as listed in the VCCS Master Course File and established by the college at which the student is enrolled in the course.

Dual enrollment is restricted to rising high school juniors and seniors and home school students studying at the high school junior or senior levels. Admitting high school or home school students below the junior or senior level is considered exceptional. The college-ready status of

each prospective student below the junior or senior high school level shall be assessed on a case- by-case basis. Such students must meet the above eligibility criteria and any other criteria as may be established by the college for participation of students below the junior or senior level in dual enrollment. Colleges shall have criteria and procedures for the case-by-case assessment of such students. Formal approval by the college president, or designee, is required for applicants who are below the junior or senior high school level to participate in dual enrollment.

Participation Criteria for High School or Home School Students Below the Junior or Senior Level

Dual enrollment is restricted to rising high school juniors and seniors and home school students studying

at the high school junior or senior levels. Admitting high school or home school students below the junior

or senior level is considered exceptional. The college-ready status of each prospective student below the

junior or senior high school level shall be assessed on a case-by-case basis. Such students must meet the

above eligibility criteria and any other criteria as may be established by the college for participation of

students below the junior or senior level in dual enrollment.

Students who are not rising high school juniors and seniors, or home school students studying at the high

school junior or senior levels, shall provide the following to Camp’s Dual Enrollment Coordinator:

1. Completed application to the college.

2. The name of transfer program (Passport, UCGS, or General Studies Degree) or CTE program in which

the student wants to enroll.

3. Documentation of parental permission.

4. An official or unofficial high school transcript documenting the student’s cumulative weighted or

unweighted HS GPA and courses taken for high school credit.

a. Eligibility for enrollment in Transfer, CTE, and Mathematics courses will be based on the

Course Type and HS Transcript Criteria in VCCS Policy (above).

b. Students who want to enroll in transfer courses (including math), and whose GPA falls short

of the 3.0 requirement due to extenuating circumstances (i.e., an unusual, unique, and/or

discrete event, situation, or condition), may request a waiver of the GPA requirement.

i. Requests must be made in writing to the Vice President of Academic and Student

Development and include documentation of the extenuating circumstance.

ii. In such circumstances, the Vice President may authorize administration of the VPT

to assess placement.

iii. Granting of waivers is at the discretion of the Vice President and the Vice

President’s decision is final.

5. A typewritten statement (400 – 500 words) from the student that addresses what the student’s

academic and career goals are, why the student wants to be Dual Enrolled, and how DE will help the

student reach their goals. The written statement should be the student’s own work, demonstrating

the student’s interest in, and commitment to, participation in dual enrollment.

In addition to the above, the High school principal, his or her designee (e.g., assistant principal), guidance

counselor or home instructor in the case of a home school student, must provide to Camp’s Dual

Enrollment Coordinator a statement attesting to the student’s readiness to fully participate in college-

level coursework. This statement must address not only academic performance and readiness, but also

the social, behavioral, and emotional readiness for full participation in college-level coursework regardless

of whether Camp courses will be taken at the high school, on campus, or online.

The Dual Enrollment Coordinator shall review the documentation to assess each student’s eligibility and

overall readiness for participation in Dual Enrollment, and make a recommendation with regard to each

 student’s participation in the program. Recommendations, together with a summary of supporting the

documentation, shall be submitted to the Vice President of Academic and Student Development.

The Vice President of Academic and Student Development shall review each recommendation and issue

a formal written approval or denial of each request. The decision of the Vice President is final.

Documentation of approval or denial shall be retained by the Dual Enrollment Coordinator.