

Pickens High School Dual Enrollment “Option A Academic Core” Guide 2021/2022



If the following apply to you:

- You seek Dual Enrollment [college academic core](#) coursework to gain credit towards **both** high school graduation requirements and postsecondary certificates, diploma or degree requirements. *Courses must align with your PHS block schedule. *

You will use the information provided in this PowerPoint as your Dual Enrollment guide.

This guide is intended to only give an overview of the opportunities within the Dual Enrollment “Option A Academic Core” program. Pickens High School follows the guidelines and regulations set forth by the Georgia State Legislature, the Georgia Department of Education, the Georgia Student Finance Commission, and participating post-secondary institutions, all of which are subject to change without notice to Pickens High School.

Dual Enrollment 2021/2022

Before moving forward:

- *Before you move ahead in this informational PowerPoint, please understand that the Dual Enrollment Program is **optional** for PHS students.*
- *This option is in collaboration with numerous college partners. If you proceed with the option, you will be applying for college, just as conventional college students apply.*
- *As a college student, a large amount of time dedication and self responsibility is required, especially during the initial Admissions process. By moving ahead in the process, you are **agreeing to accept** the advanced responsibilities of becoming a college student.*
- *Be patient, ask questions, and follow directions.*
- *Please read the “**College is Different from High School**” document located at the (PHS website-> Counseling-> Dual Enrollment). This document will help prepare you for the expectations of the colleges.*



Dual Enrollment 2021/2022

What is Dual Enrollment?

- The purpose of the Dual Enrollment program is to promote and increase access to postsecondary educational opportunities for eligible Georgia high school students while increasing high school graduation rates, preparing a skilled workforce, and decreasing time and cost to postsecondary credential completion.
- *In short... gain college credit while in high school.*



Dual Enrollment 2021/2022

What are the Benefits of Dual Enrollment?

- Students may enroll on a part-time or full-time basis as a Dual Enrollment student and take college courses at their high school or a postsecondary campus.
- Dual Enrollment :
 - helps prepare students for the transition to college after they graduate.
 - can provide students with a more flexible schedule.
 - can provide a more rigorous classroom environment for students.
 - can save students money as funding pays for the first 30 semester hours) of college credit.
- Textbooks are provided (*loaned*) by the college.



Dual Enrollment 2021/2022

What are the Benefits of Dual Enrollment?

- The number one benefit of Dual Enrollment “Option A” Academic Core coursework is a student can gain core credit towards **both** high school graduation requirements and postsecondary certificates, diploma or associate degree requirements.
- Nationwide, approximately 70% of students make at least one major change and many change their majors multiple times as they try to find the right fit. Major changes can result in more student debt, unused credits and a longer time to graduate.
 - ❖ For this reason, it is important that you, the student, establish a preliminary plan of the career field(s) that you choose to pursue. This will make it easier for Mr. Bell, your counselor, or your college Dual Enrollment advisor to recommend Dual Enrollment classes that best fit your individual career plan.



Dual Enrollment 2021/2022

Dual Enrollment “Option A” Academic Core:

- Dual Enrollment “Option A” Academic Core the largest of the Dual Enrollment programs.
- Option A students will complete the 28 PHS required credits to graduate as well as the required End of Course Assessments.
- Some graduation requirements will be completed through dual enrollment courses. These courses may be taken on the college campus, high school campus (maybe in the future) or online.

* The PHS graduation requirements are on the next slide.



Dual Enrollment 2021/2022

Conventional PHS Graduation Requirements

Every student at Pickens High School, excluding those in special programs, is required to accumulate **28 credits**, including required and elective classes, in order to be eligible for graduation. The required credits for transfer students will be determined at the time of enrollment.

<u>English - 4 Credits Required Including:</u>	<u>Math - 4 Credits Required Including:</u>	<u>Science - 4 Credits Required Including:</u>	<u>Social Studies - 4 Credits Required Including:</u>
1 Credit: 9 th Grade Literature and Composition	1 Credit: Algebra I (EOC)	1 Credit: Physical Science or Physics	1 Credit: American Government/Civics
1 Credit: of World Literature and Composition	1 Credit: Geometry	1 Credit: Biology (EOC)	1 Credit: World History
1 Credit: American Literature and Composition (EOC)	1 Credit: Algebra II	1 Credit: Environmental Science or AP, Chemistry or AP, or Earth Systems	1 Credit: US History (EOC)
1 Credit: British Literature, PHS ELA Elective, or Approved 4 th Dual Enrollment English Course	1 Credit: Additional Math Credit	1 Credit: Additional Science Credit, Option- Certain approved CTAE Courses	1 Credit: Economics
PE – 1 Credit:	+ At least 3 units required from: <i>Foreign Language and/or a Tech Career Prep class and/or Fine Arts</i> + 8 electives from any area.	Foreign (Modern) language is NOT required to graduate, however, students planning to enter or transfer into a University System of Georgia institution must take two units of the same foreign language.	
½ Credit- Health, + ½ Credit- Personal Fitness			



Dual Enrollment 2021/2022

Dual Enrollment “Option A” Academic Core:

- Pickens High School follows the federal requirements of End of Course Assessments (EOCs).
- The federal EOC requirements can change **with little to no warning**, thus altering a student’s graduation plan to meet the EOC requirements. Dual Enrollment courses can be impacted in some cases.
- Although Pickens High School make all attempts to prevent EOC issues, Pickens High School is not responsible for any changes that could potentially have to be made to the student’s graduation plan to meet the EOC requirements.



Dual Enrollment 2021/2022

*Who is **eligible** to participate in the Dual Enrollment funding Program?*

- 9th Graders are **not** eligible to participate in the Dual Enrollment funding Program.
- 10th Graders: Eligible students may enroll in any approved Career, Technical and Agricultural Education (CTAE) courses listed on the Course Directory at a participating TCSG institution.
- 10th Graders with a minimum SAT score of 1200 or minimum ACT composite score of 26 in a single national test administration, may enroll in any approved courses listed on the Course Directory at a TCSG, USG or private eligible participating postsecondary institution.
- 11th & 12th Graders: Eligible students may take any approved Dual Enrollment courses listed on the Course Directory, at an eligible participating postsecondary institution (USG, TCSG or private).



Dual Enrollment 2021/2022

Who is **eligible** to participate in the Dual Enrollment funding Program?

All students meeting the previous slide's criteria **must**:

- Be on track to graduate,
- Be **approved** for Dual Enrollment by their counselor,
- Meet **all** entrance requirements for eligible participating postsecondary institution (USG, TCSG or Private)



Dual Enrollment 2021/2022

How many hours of college credit will the Georgia Dual Enrollment program fund?

- State Dual Enrollment regulations allow funding for **30 semester hours** or 45 quarter hours of attempted college credit.



Dual Enrollment 2021/2022

What Courses are available for Dual Enrollment funding (cont.)?

- A list of courses are **approved** each year by the Georgia Student Finance Commission (GSFC) and will include all courses in the five core academic areas (English, math, science, social studies and world (foreign) languages), that are currently used to calculate high school HOPE GPAs, and
- Core and CTAE courses are eligible for Dual Enrollment funding.
- Fine Arts and Physical Education courses are **not** eligible for DE Funding.
- Students will only be able to register for Dual Enrollment classes that have been **approved** by their counselor, based on student's Individual Graduation Plan (IGP).
- The course list can be located in the Dual Enrollment Course Directory on the Gafutures.org website.
<https://www.gafutures.org/checs/dualenrollment/DECourseDirectory>



Dual Enrollment 2021/2022

How many DE classes can a student take?

Dual enrolled students must have 4 classes (that are at least 3 credit hours each) on their ***block*** schedule each semester.

- Students can take a combination of PHS courses and Dual Enrollment courses.
- Science course labs do not count in the above calculation.
- A Dual Enrollment student cannot take more than 15 credit hours each semester



Dual Enrollment 2022

Self Pay Courses

- ▶ Student can take one or more dual credit courses at his or her own expense.
- ▶ Students may opt to pay for Dual Enrollment Courses themselves (or through another funding mechanism such as local district funding, corporate sponsorship, etc)

- ▶ ***Revision to State Board Policy for Dual Enrollment (effective Fall 2021)***
 - Dual Enrollment credit earned by eligible students from an eligible post-secondary institution, regardless of funding source, must also be added to the students' high school transcript.
 - If the student is not eligible (i.e. a 9th grader) or either of the schools is not eligible, then the decision to place the credit awarded on the high school transcript is at the discretion of the LEA.



Dual Enrollment 2021/2022

How do I choose between Honors, AP (Advanced Placement), or Dual Enrollment?

Honors Classes

- Honors classes often offer the same curriculum as regular classes but are tailored for high-achieving students — covering additional topics or some topics in greater depth.
- Successful completion of Honors classes **do not** offer an opportunity to gain college credit.
- Honors classes **do** provide more rigorous expectations, similar to some college courses.
- Any courses listed as “Honors/Adv./Acc.” will receive an additional 6% added to the final GPA



Dual Enrollment 2021/2022

How do I choose between Honors, AP (Advanced Placement), or Dual Enrollment?

AP Classes

- AP classes cover the breadth of information, skills and assignments found in corresponding college courses.
- AP courses and exams are designed by committees made up of college faculty and experienced AP teachers who ensure that the course and exam reflect college-level expectations.
- AP exams are offered at the end of the course. Students who score high enough have the opportunity to receive college credit.
- Provide motivated and academically prepared students with the opportunity to study and learn at the college level.
- Any courses listed as “AP” will receive an additional 10% added to the final GPA.



Dual Enrollment 2021/2022

Warnings:

- Due to the rigorous nature of Dual Enrollment college core classes, Pickens High School does **not** recommend college core courses unless the student has successfully completed *Honors* or *AP* classes in the same subject area prior to attempting the Dual Enrollment course. This is only a recommendation; however, teacher input, and college entrance scores are considered to aid in the final decision made by student and parents (***college admissions requirements still apply***).
- The unsuccessful completion of a Dual Enrollment college core course can jeopardize the fulfillment of high school graduation requirements, and can negatively impact your final high school GPA.
- Dual Enrollment courses are the beginning of your college transcript. Unsuccessful DE courses **do not** disappear from your college transcript and can negatively impact your future financial aid.
- Do not plan your high school graduation plan around Dual Enrollment courses only. Colleges look for a combination of Dual Enrollment and rigorous AP courses on applicant's high school transcripts.



Dual Enrollment 2021/2022

How does credit transfer from the Technical College System of Georgia (TCSG) to a University System of Georgia (USG) institution?

Pickens High School and Chattahoochee Tech (TCSG) have a long time Dual Enrollment relationship. Chattahoochee Tech has worked to align many classes to the PHS schedule to aid with Dual Enrollment scheduling.

A very common, and great, question is “Will academic core courses taken at Chattahoochee Tech transfer to a University System of Georgia (USG) 4 year university?”

The following slide contains statements and links to address this question.



Dual Enrollment 2021/2022

How does credit transfer from the Technical College System of Georgia (TCSG) to a University System of Georgia (USG) institution?

University System of Georgia and the Technical College System of Georgia Transfer Agreement

- The following two pages contain a list of classes approved by the USG Board of Regents for TRANSFER CREDIT from Chattahoochee Technical College and other TCSG schools. Please note that a student's intended major at the USG School may affect how coursework is credited at the USG School.
- This information applies if the accepting USG institution offers a comparable course. All information in this publication is subject to change without notice.
- *Satisfies US and GA Constitution legislative requirements.
- **Satisfies US and GA History legislative requirements.



TCSG Prefix & Number	TCSG Title	USG Equivalent	USG Area option if USG equivalent is not available
BIOL 1111 BIOL 1111L	Biology I Biology Lab I	BIOL 1111 BIOL 1111L	Area D – Natural Sciences, Math, & Technology Non–majors biology credit
BIOL 1112 BIOL 1112L	Biology II Biology Lab II	BIOL 1112 BIOL 1112L	Area D – Natural Sciences, Math, & Technology Non–majors biology credit
CHEM 1151 CHEM 1151L	Survey of Inorganic Chemistry Survey of Inorganic Chemistry Lab	CHEM 1151 CHEM 1151L	Area D – Natural Sciences, Math, & Technology Health Sciences majors credit Non–majors biology credit
CHEM 1152 CHEM 1152L	Survey of Organic Chemistry and Biochemistry Survey of Organic Chemistry and Biochemistry Lab	CHEM 1152 CHEM 1152L	Area D – Natural Sciences, Math, & Technology Health Sciences majors credit Non–majors biology credit
ECON 1101	Principles of Economics	ECON 1101	Area E – Social Sciences
ECON 2105	Macroeconomics	ECON 2105	Area E for non-majors
ECON 2106	Microeconomics	ECON 2106	Area E for non-majors
ENGL 1101	Composition and Rhetoric	ENGL 1101	Area A1 – Communication Skills
ENGL 1102	Literature and Composition	ENGL 1102	Area A1 – Communication Skills
ENGL 2130	American Literature	ENGL 2130	Area C – Humanities, Fine Arts, & Ethics
HIST 1111	World History 1	HIST 1111	Area E – Social Sciences
HIST 1112	World History 2	HIST 1112	Area E – Social Sciences
HIST 2111**	U.S. History I	HIST 2111	Area E – Social Sciences Satisfies the US and GA History Legislative Requirements
HIST 2112**	U.S. History II	HIST 2112	Area E – Social Sciences Satisfies the US and GA History Legislative Requirements
HUMN 1101	Introduction to Humanities	HUMN 1101	Area C – Humanities, Fine Arts, & Ethics

General Education Course Transfer Chart for the Technical College System of Georgia and the University System of Georgia

Equivalents on this table apply only if the receiving USG institution offers a comparable course.

Last update 2/24/21

Effective January 2012

TCSG Prefix & Number	TCSG Title	USG Equivalent	USG Area option if USG equivalent is not available
MATH 1101	Mathematical Modeling	MATH 1101	Area A2 – Quantitative Skills
MATH 1103	Quantitative Skills and Reasoning	MATH 1001	Area A2 – Quantitative Skills
MATH 1111	College Algebra	MATH 1111	Area A2 – Quantitative Skills
MATH 1113	Precalculus	MATH 1113	Area A2 – Quantitative Skills
			Area D – Natural Sciences, Math, & Technology
MATH 1127	Introduction to Statistics	MATH 1401/ STAT 1401	Area A2 – Quantitative Skills (if approved for Area A2 at the USG institution) Area D – Natural Sciences, Math, & Technology
MATH 1131	Calculus I	MATH 1131	Area A2 – Quantitative Skills Area D – Natural Sciences, Math, & Technology
PHYS 1111 PHYS 1111L	Introductory Physics I Introductory Physics I Lab	PHYS 1111 PHYS 1111L	Area D – Natural Sciences, Math, & Technology Non-majors physics credit
PHYS 1112 PHYS 1112L	Introductory Physics II Introductory Physics II Lab	PHYS 1112 PHYS 1112L	Area D – Natural Sciences, Math, & Technology Non-majors physics credit
POLS 1101*	American Government	POLS 1101	Area E – Social Sciences Satisfies the US and GA Constitution Legislative Requirements
PSYC 1101	Introductory Psychology	PSYC 1101	Area E – Social Sciences
SOCI 1101	Introduction to Sociology	SOCI 1101	Area E – Social Sciences
SPCH 1101	Public Speaking	COMM 1100- 1110	Area B – Institutional Options Area C – Humanities, Fine Arts, & Ethics

General Education Course Transfer Chart for the Technical College System of Georgia and the University System of Georgia

Equivalents on this table apply only if the receiving USG institution offers a comparable course.

Last update 2/24/21

Effective January 2012

Dual Enrollment 2021/2022

How does credit transfer from the Technical College System of Georgia (TCSG) to a University System of Georgia (USG) institution?

- For courses that are not on this list, there are no system-wide rules regarding transfer. However, GATRACS (Georgia TRACS) has a College Credit Transfer Tool that includes course transfer among USG institutions. You can enter the courses you have taken in the TCSG and see how they will transfer to colleges and universities in the USG.

[GATRACS College Credit Transfer Tool](#)



Dual Enrollment 2021/2022

How does credit transfer from one University System of Georgia (USG) institution to another?

[Board of Regents Policy 3.3.1](#) (Core Curriculum) states that “**Students completing any core curriculum course at one USG institution or through eCore will receive full credit for that course upon transfer to another USG institution within the same major.**”

[The transfer rules](#) are covered in more depth in section 2.4.9 of the Academic and Student Affairs Handbook. Courses in Areas A – E transfer as long as “The student does not change from a non-science major to a science major.”

The transfer of General Education/Core Curriculum credit is from Area to Area, not specifically course to course.

Here is an example: A student takes PHIL 2010 Introduction to Philosophy (3 credits) to meet an Area C requirement at Institution X, then transfers to Institution Y, which does not offer any philosophy courses in Area C. The student still gets 3 hours of credit in Area C at Institution Y according to the transfer agreement. Students successfully completing a course in one institution’s Area F will receive full credit for the course upon transferring to another USG institution as long as the student retains the same major.

For courses that are not part of the General Education Core Curriculum or Area F, there are no system-wide rules regarding transfer. However, GATRACS (Georgia TRACS) has a College Credit Transfer Tool that includes course transfer among USG institutions. You can enter the courses you have taken and see how they will transfer to other colleges and universities in the USG.

[GATRACS College Credit Transfer Tool](#)



Dual Enrollment 2021/2022

What Dual Enrollment “Option A Technical Skills” courses are available?

Certified Nursing Assistant (CNA)

Consider this option if you plan to go into Healthcare.

- To participate in the Certified Nursing Assistant program, students must be in the 11th grade and have completed the following PHS Health Science classes:
 - Intro to Healthcare
 - Essentials of Healthcare
- The TCC for the DE students include:
 - ALHS 1060 (Diet and Nutrition),
 - ALHS 1090 (Medical Terminology). Both of these are offered in class or online.
 - NAST 1100 (Nurse Aide Fundamentals)
- The DE students do **not** have to take ALHS 1040 for their TCC.
- Student pursuing CNA courses remains on a conventional graduation plan.

****Student must be 16 years of age to take the state certification test.***



Dual Enrollment 2021/2022

Is Dual Enrollment “Free”?

- Eligible students **must** complete a dual enrollment funding application each year through www.GAFutures.org
 - ❖ You will be given directions for this step.
- Under the Dual Enrollment Program, the college provides the textbooks, however students may be **required** to pay for course related supplies or fees. (Example: Welding helmet, gloves, respiratory protection.)

State Dual Enrollment regulations allow funding for **30 semester hours** or 45 quarter hours of attempted college credit.

- As a rule of thumb, most Dual Enrollment course are 3 credit hours, but vary between programs.



Dual Enrollment 2021/2022

Satisfactory Academic Progress

VERY IMPORTANT!!

- A student **must** maintain Satisfactory Academic Progress (SAP), as defined and certified by his or her Eligible Postsecondary Institution while enrolled in the college.
 - ✓ Students must maintain a minimum **cumulative GPA of 2.0**. The cumulative grade point average will be used to determine academic standing for financial aid.
 - ✓ Students must complete and pass (earn) **67%** of all courses attempted.
 - ✓ If your program of study requires 30 credit hours to complete, once you have attempted 45 credit hours, you are no longer considered to be making Satisfactory Academic Progress and will not be eligible for a Warning period. Financial aid is automatically suspended.
- Applies to **all** Dual Enrolled students!



Dual Enrollment 2021/2022

Satisfactory Academic Progress (SAP)

VERY IMPORTANT!!

(SAP) **Warning:**

- The student's GPA and/or completion rate is below the minimum requirement. If the student fails to meet the minimum requirement at the end of their next semester of enrollment, then they will not be eligible to participate in DE or receive DE funding for their next enrollment term and will be placed on suspension.

(SAP) **Suspension:**

- The student's GPA and/or completion rate has been below the minimum requirements for two semesters. Their funding is suspended and they are **ineligible** for the DE program until the required standards are met.
- This will affect a student's future Financial Aid at Chattahoochee Technical College.



Dual Enrollment 2021/2022

Drop/Add Period **VERY IMPORTANT!!**

- On the **first day to the third day of each term** you can drop and add courses, ***only with*** counselor approval. At the conclusion of the drop/add period, **which ends at midnight on the 3rd day**, courses may no longer be added to your schedule.
- If you drop a course during the drop/add period, the dropped course will not be reported on your college transcript. See the your college's "Calendar" for exact dates of Drop/Add each semester.

NOTE: A late fee is incurred by all students creating a new schedule during the drop/add period.



Dual Enrollment 2021/2022

Withdrawal Period

VERY IMPORTANT!!

- Through the end of the ninth week of the semester (or as determined by the partner college), students may withdraw from any or all courses from their schedule.
- If a student wishes to withdraw, the student is responsible for withdrawing themselves from any or all of the classes through Banner Web.
- Written approval must be emailed by your high school counselor to the Dual Enrollment Department before any schedule changes, including withdrawals.
- No withdrawals will be processed after the 'W' period ends.
- Students who do not withdraw from classes will be assigned grades earned.
- **Withdrawing from classes will negatively impact your Satisfactory Academic Progress (SAP).**



Dual Enrollment 2021/2022

Can a student retake or withdraw from a Dual Enrollment course?

VERY IMPORTANT!!

- A student may **not** receive funding for the same course twice. Courses cannot be retaken and receive funding.
- A student becomes ineligible **(No longer qualified for the Dual Enrollment program!)** to continue to receive funding from the program after their **2nd** withdrawal.
- Withdrawing from a course or not following program rules and regulations may result in students losing credit, receiving a failing grade and/or being removed from Dual Enrollment; thus, affecting their high school graduation requirements.



Dual Enrollment 2021/2022

Is there consideration for extenuating circumstances with withdrawals or retaking a course?

GSFC will draft standards for the types of extenuating circumstances that will be considered and will present those to the GSFC Board of Commissioners, but it is expected that such circumstances might include circumstances related to a serious illness or injury or death of an immediate family member during the term of the withdrawal or attempt of course to be retaken.

- A student may submit an Extenuating Circumstance Appeal Request with supporting documentation and approval from the high school and postsecondary institution.
- Appeals do not extend or add additional hours of funding. The 30 semester hour funding cap still applies.



Dual Enrollment 2021/2022

Dual Enrollment Grade Reporting

- All grades from colleges and universities will be reported as A, B, C, or F. These letter grades will be entered into our transcript file at Pickens High School as 95, 85, 75 & 65.
- D's will be recorded as a 70 if it is accepted as a "passing" or a "successfully completed" grade from the college. If a D is not passing it will be recorded as a 65. Some colleges will accept a "D" as passing, but the class may not be eligible to transfer.
- College academic core classes that are successfully completed will receive a 10% weight on student's high school transcript.



Dual Enrollment 2021/2022

Technical College System of Georgia (TCSG) Admission scores Requirements

- Students wishing to dual enroll into a TCSG college, such as Chattahoochee Technical College, will have to present **qualifying** scores in one of the following:
 - Accuplacer:
 - Accuplacer is a product of the College Board, a nationwide for college admissions. The exam is a written, multiple-choice, untimed assessment in English, reading, and mathematics. Scores are made available immediately.
 - SAT scores
 - ACT scores
 - PSAT scores - NOTE: CTC only accepts the PSAT/NMSQT version of the test. CTC does not accept PSAT 8/9. Student score report should clearly mark the version of the PSAT.
 - High School GPA - High school HOPE GPA of > 2.6 (after completion of 10th grade) will place students into program-level ENGL/MATH and courses with “program admission” prerequisites.

There is no fee to take the exam (one time) for students interested in the Dual Enrollment Program.

**Testing
Exempt for
Spring,
Summer 2022
at CTC**



Dual Enrollment 2021/2022

University System of Ga. (USG) Admissions

- ***All USG dual enrollment applicants*** must submit an official high school transcript showing they are on-track for completing their high school graduation requirements and the USG's Required High School Curriculum as outlined on the Staying on Course document , a completed Student Participation Agreement, *and official SAT or ACT scores (if required by the college or university)*. Students planning to take courses on the college or university campus must satisfy the immunization requirement.
- Students must meet the dual enrollment admissions requirements ***set by the participating postsecondary institution*** they wish to attend. Each participating postsecondary institution sets its own admissions policies for high school dual enrollment students.
- ***Some*** USG colleges accept Accuplacer scores as part of the Dual Enrollment admissions process.
- **University of Georgia** - Participation is limited to residents of the following counties surrounding the greater Athens area: Banks, Barrow, Clarke, Elbert, Franklin, Greene, Hart, Jackson, Madison, Morgan, Oconee, Oglethorpe, Stephens, and Walton.

Dual Enrollment 2021/2022

Dual Enrollment Points of Interest

- Communications become between the Dual Enrolled student and the participating college via personal email and college email.
 - ❖ Monitoring the communication platforms are critical to the success of the dual enrolled student.
- PHS will provide support and guidance, but the participating college's policies and procedures apply.
- Student ***must*** follow the college calendar, which differs from the Pickens County Schools calendar.
- The Dual Enrollment dual-credit program is not available for coursework exempted or given credit by examination, testing, training, or prior experience.
- Students must make annual progress towards graduation and completion of their Individual Graduation Plan to participate in the Dual Enrollment dual-credit program.



Dual Enrollment 2021/2022

Dual Enrollment Points of Interest

- Eligible post- secondary institutions have the authority to implement institutional policies of admission acceptance and course offerings for dual enrollment student participation.
- A student may enroll at two or more Eligible Postsecondary Institutions during a single term. An Eligible Dual Enrollment student cannot receive Dual Enrollment funding for hours which **exceed the 15 semester or 12 quarter hours per term limit, regardless of the number of Eligible Postsecondary Institutions in which the student is Enrolled.**
- Eligible post-secondary institutions must provide **(LOAN)** textbooks required for the courses taken through the Dual Enrollment Program at no cost to the student.
 - Includes access code if course is delivered online.
- The eligible post-secondary institution is permitted to charge a dual enrolled student a fine for a lost or damaged book which was loaned to the student.
- Eligible students may participate in high school competitive and other extracurricular events.



Dual Enrollment 2021/2022

Dual Enrollment Points of Interest

- Students must have approval by their PHS counselor to make changes to their college schedule...**no exceptions**.
 - This includes drops/adds or withdrawals.
- Student's college grades **cannot be seen by PHS** until a report is submitted from the college at mid term. This can be too late to intervene in most cases, forcing a student to withdraw from the course and, hopefully be placed in an elective such as PE to prevent the loss of a credit. If the course is needed for graduation, this could result in a student failing to complete their requirements needed to graduate PHS.
 - For this reason, it is **extremely important** for parents/ guardians to monitor their student's college academic progress frequently.
- All approved Dual Enrollment mathematics courses provide options for meeting the fourth course beyond the Advanced Algebra/Algebra II graduation requirement.
- Neither College Algebra nor any other college course has been approved as an equivalent of Algebra II/Advanced Algebra.



Dual Enrollment 2021/2022

How do I choose a College for my Dual Enrollment?

There is no single answer for this question, but consider the following questions when making a decision:

- Do you want full time or part time Dual Enrollment?
- Do you want face to face instruction?
- Are you willing to drive outside of the county? If yes, how far?
- Do you want Web-Enhanced courses? These courses are taught in a traditional classroom. While the bulk of classroom instruction takes place in the classroom, the college LMS (Learning Management System) or other online platform approved by the division of study may be used to supplement this classroom instruction. At the instructor's discretion, some class meetings, instructional material, course information, course announcements, class discussions, research, and submission of assignments and assessments may take place online
- Do you want "Hybrid" courses? These courses are taught partly online using the college LMS (Learning Management System) or another online platform approved by the division of study and partly in a traditional classroom or lab. Hybrid courses differ from web-enhanced courses in that web-enhanced courses are assigned to a classroom for every contact hour described in the course catalog, whereas hybrid courses are assigned to a classroom for only part of those hours with the balance of those hours assigned to an online environment.
- Do you want "Online" courses? These courses are taught partly online using the college LMS (Learning Management System) or another online platform approved by the division of study and partly in a traditional classroom or lab. Hybrid courses differ from web-enhanced courses in that web-enhanced courses are assigned to a classroom for every contact hour described in the course catalog, whereas hybrid courses are assigned to a classroom for only part of those hours with the balance of those hours assigned to an online environment.



Dual Enrollment 2021/2022

How do I choose a College for my Dual Enrollment (cont.)?

- Chattahoochee Technical College (CTC) has been a long time Dual Enrollment partner to PHS. CTC has worked with PHS to make sure that some of the more common transferable courses (when possible) are offered during times that align with the PHS block schedule.
- The overwhelmingly majority of our Dual Enrollment students attend CTC. The proximity to the PHS campus, the ease of scheduling, the face to face, hybrid, and online options, as well as the alignment of class times to the PHS block schedule make it an attractive choice.
- University of North Georgia (UNG) is growing within PHS as a Dual Enrollment partner, especially among our fulltime seniors who have more open schedules. UNG recently completed a new campus in Blue Ridge. Face to face, hybrid, and online offerings are available. Class alignment with PHS block schedule and driving distance could impact your decision.

The following slides give information regarding other PHS Dual Enrollment college partners.



Dual Enrollment 2021/2022

How to “Get Started” in the Dual Enrollment Program

Please follow each step carefully. Doing so will minimize delays later.

- **Step 1:** I have completed the “Dual Enrollment Self Assessment” form located at the (PHS website-> Counseling-> Dual Enrollment) and have chosen the Dual Enrollment option that best fits my career plans.
- **Step 2:** I and my parent/guardian have received information from my counselor or high school or college representative regarding Dual Enrollment (can be as a group or individual, either live or virtual) or reviewed the **Dual Enrollment** PowerPoint that, based on the “Dual Enrollment Self Assessment”, best fits my career plans, (located at PHS website-> Counseling-> Dual Enrollment) and understand the Dual Enrollment requirements and regulations. If I had any questions in regards to the Dual Enrollment requirements and regulations, I made contact with my counselor or Mr. Bell.



Dual Enrollment 2021/2022

How to “Get Started” in the Dual Enrollment Program (cont.)

- **Step 3:** My transcript has been audited and I have received a “**Dual Enrollment Student ADVISEMENT Plan FY 2022**” from Mr. Bell or my counselor with approved Dual Enrollment classes that meet my individual graduation requirements. You must **meet** with Mr. Bell or your counselor to complete this requirement.

- **Step 4:** The “**Dual Enrollment Student ADVISEMENT Plan FY 2022**” has been signed by myself and my parent/guardian and returned to Mr. Bell or my counselor. I have received a copy and will be responsible for uploading the copy to the approved participating college.
 - Please understand that the completion of the ADVISEMENT Plan is **NOT** registering you for classes. This simply provides the participating college with course interest data.
 - **You** will register for classes, during the registration period (after you have been accepted).

Please keep in mind that all courses recommended may not be available at the time of registration, or if available, may not fit your PHS schedule!!



Dual Enrollment 2021/2022

How to “Get Started” in the Dual Enrollment Program (cont.)

- **Step 5:** Locate and follow the Dual Enrollment Admissions instructions located on participating college’s website. You will follow the participating college’s directions for submitting the college Admissions Application and all required admissions documents.

- ❖ **Parents and student:** PHS will provide support and guidance during the admissions process, but the **student** is responsible for following the directions given by the participating college and meeting the college deadlines. The students personal email and, after acceptance, their college email should be used for communication, **not** their PHS email.

- ❖ If you need help with any of these requirements, please contact Mr. Bell or your counselor and we will guide you as you complete the requirements.



Dual Enrollment 2021/2022

How to “Get Started” in the Dual Enrollment Program (cont.)

- ❑ **Step 6:** If you do not have a GAfutures account, you will need to set up an account. Follow the directions in the “How to Create a GAfutures Account” located at (PHS website-> Staff->College and Career Coach).
- ❑ **Step 7:** You must fill out a Dual Enrollment Funding Application located on the GAfutures website. Follow the directions in the “**How to Dual Enrollment Funding Application**” located at (PHS website-> Staff-> College and Career Coach).



Dual Enrollment 2021/2022



Notes from Chattahoochee Technical College cont.

"In response to the pandemic and the challenges it presents to on-campus testing, Chattahoochee Tech will not require placement testing for Spring 2022.

We will also not require it for Summer 2022."

Dual Enrollment 2021/2022



Notes from Chattahoochee Technical College cont.

Dual Enrollment Deadlines:

Spring 2022 (Spring Semester classes January - May 2022)

November 1, 2021 (Monday) DE Online College Admission Application deadline

November 15, 2021 (Monday) DE document deadline

Summer 2022 (Summer classes June-July 2022)

March 1, 2022 (Tuesday) DE Online College Admission Application deadline

March 15, 2022 (Tuesday) DE document deadline

Fall 2022 (Fall Semester classes August - December 2022)

May 1, 2022 (Sunday) DE Online College Admission Application deadline

May 15, 2022 (Sunday) DE document deadline

Dual Enrollment 2021/2022



Chattahoochee Technical College

If you are interested in Dual Enrollment courses with Chattahoochee Technical College,

Please see the **“How to Apply for Dual Enrollment with Chattahoochee Technical College”** located at
(PHS website-> Staff-> College and Career Coach).



Following this document will make applying with CTC much easier!!

Your CTC Dual Enrollment Outreach Specialist is:

Melissa McCrary | Student Outreach Specialist
Student Affairs
Canton Campus | Office A104 C
(770) 720-3586 | ChattahoocheeTech.edu

Dual Enrollment 2021/2022

- ❖ *If any of the PHS Dual Enrollment partner colleges need a copy of your **transcript**, follow the directions below.*

Need a copy of your transcript? Then please send your transcript request to phstranscripts@pickenscountyschools.org and include your name (when you attended PHS if you are not currently enrolled), DOB, last 4 digits of your SSN, and where you need the transcript to be sent to.

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- ❖ *If any of the PHS Dual Enrollment partner colleges need a copy of your **HOPE GPA**, follow the directions below.*

- You must have a GAfutures account to locate your HOPE GPA. If you do not have a GAfutures account, please create one by following the directions in the document titled **“How to Create a GAfutures Account.”**
- Once an account has been created, follow the directions on the **“How to Locate your HOPE GPA.”**

Both documents are located at (PHS website-> Staff-> College and Career Coach).



Dual Enrollment 2021/2022

Use the link below to begin the Dual Enrollment process:

[How to Begin Dual Enrollment](#)

If you need information on other college entrance requirements, please see the “Dual Enrollment College Entrance Requirements” located (PHS website-> Staff-> College and Career Coach) or visit Mr. Bell’s office.

If you have any questions, please contact Daniel Bell at the information below:

Daniel Bell

danielbell@pickenscountyschools.org

Pickens County Schools College and Career Coach
(706)-253-1800 ext. 304

