

**DUAL ENROLLMENT ARTICULATION AGREEMENT BETWEEN
THE DISTRICT BOARD OF TRUSTEES OF NORTH FLORIDA COMMUNITY COLLEGE
and
THE DISTRICT SCHOOL BOARD OF SUWANNEE COUNTY**

This agreement is entered into by and between the District Board of Trustees of North Florida Community College, Madison, Florida, hereinafter referred to as the "College," and the District School Board of Suwannee County, hereinafter referred to as the "School Board,"

WHEREAS, pursuant to §1007.271, Florida Statutes, each school district and the community college which serves it must enter into a dual enrollment articulation agreement; and

WHEREAS, the State Board of Education has promulgated SBE Rule 6A-10.024 providing for inter alia, the establishment of joint articulation programs and agreements for college-level instruction for high school students; and

WHEREAS, the parties hereto believe that the adoption of an articulation plan will provide enhanced learning opportunities for qualified students through the efficient use of the College's programs and resources;

NOW, THEREFORE,

The College and the School Board do hereby agree as follows:

I. EFFECTIVE DATE AND EFFECT OF AGREEMENT

This agreement shall be in effect from the date of entering into this agreement – July 31, 2016. It shall replace all previous dual enrollment articulation agreements between the parties.

II. THE INTENT OF THE LAW

It is the intent of the Legislature that a variety of articulated acceleration mechanisms be available to secondary and postsecondary students attending public educational institutions. The purpose of these acceleration mechanisms is to shorten the time necessary for a student to complete the requirements for obtaining a degree, to broaden the scope of curricular options available to students, to increase the depth of study available for a particular subject, and to better utilize faculty, facilities, and equipment. The articulation mechanisms include (but are not limited to) dual enrollment, early admission, advanced placement, and credit by examination.

III. PARTIES TO THE AGREEMENT

North Florida Community College and the District School Board of Suwannee County.

IV. ARTICULATED PROGRAMS

The programs articulated under this agreement include the following:

- A. College credit dual enrollment;
- B. Career dual enrollment;
- C. College credit early admissions;

- D. Career early admissions;
- E. Advanced placement;
- F. Career Pathways;
- G. Collegiate High School

The following are included with this agreement:

- A. College Calendar for –2015 - 2016 (Appendix A);
- B. State Board of Education Rule 6A-14.064, College Credit Dual Enrollment (Appendix B);
- C. How to access the Dual Enrollment Course-High School Subject Area Equivalency List with specific equivalencies to NFCC courses (Appendix C)
- D. Methodology for determining dual enrollment student cost per credit hour (Appendix D)
- E. Collegiate High School Program Agreement 2015-2016 (Appendix E)

V. COURSES

- A. Any course that is contained within the common course numbering system shall be eligible if not specifically excluded by Florida Statute, State Board of Education Rule, District Board of Trustees Policy, or District Board of Education Policy. College-level courses including mathematics, English, science, foreign language, social sciences and social studies, vocational courses, and such other courses as may be mutually agreed upon shall be offered by the College for high school students participating in the program. To ensure transferability of credits, students' educational plans should be closely evaluated when utilizing specialty courses for dual enrollment. Students who intend to earn an associate in arts or baccalaureate degree should carefully evaluate each course to determine its applicability to meeting degree requirements.
- B. Eligible secondary school students shall be permitted to enroll in postsecondary courses conducted during school hours, after regular day school hours, and during summer terms. In addition, eligible secondary school students shall be permitted to enroll in eligible courses regardless of delivery method. The College shall assume responsibility for the maintenance of instructional quality.

VI. ARTICULATION COUNCIL

There shall be an Articulation Council composed of no fewer than four members. The College representatives shall be the Dean of Academic Affairs, the Director of Curriculum and Instruction, the Dean of Enrollment and Student Services, and the Dual Enrollment Coordinator. The Suwannee County School Board representatives shall be the High School Principal, Curriculum Coordinator and Guidance Counselor or designee.

VII. DEFINITIONS OF METHODS OF ACCELERATION

For purposes of the dual enrollment articulation agreement, the following definitions based on law shall be adhered to:

- A. Dual Enrollment, §1007.271, Florida Statutes
 - 1. The dual enrollment program is the enrollment of an eligible secondary student in a post-secondary course creditable toward a career certificate or an associate degree.

2. Students are permitted to enroll in these programs during school hours, after school hours, and during the summer term. In addition, eligible secondary school students shall be permitted to enroll in eligible courses regardless of delivery method. Any student so enrolled shall be exempt from the payment of registration, matriculation, and laboratory fees.

B. Career Dual Enrollment, §1007.271(7), Florida Statutes

1. Career dual enrollment was established by the Legislature as a positive measure to expand the scope of the dual enrollment program.
2. This type of dual enrollment shall be provided as a curricular option for secondary students who wish to earn a series of elective credits toward the high school diploma and shall be available for eligible secondary students seeking a degree or industry certification through a career education program or course.

C. Early Admission, §1007.271(10), Florida Statutes

Early admission is a form of dual enrollment through which eligible secondary students enroll in a post-secondary institution on a full-time basis [12 or more credit hours] in courses that are creditable toward the high school diploma and the associate degree.

D. Career Early Admission, §1007.271(11), Florida Statutes

Career early admission is a form of career dual enrollment through which eligible secondary students enroll full-time in postsecondary programs leading to industry certifications, as listed in the Postsecondary Industry Certification Funding List.

E. Advanced Placement, §1007.27(5), Florida Statutes

Advanced placement shall be the enrollment of an eligible secondary student in a course offered through the Advanced Placement Program administered by the College Board. Post-secondary credit for an advanced placement course shall be awarded on the basis of Rule 6A-10.024 F.A.C.

F. Career Pathways, §1007.23, Florida Statutes

The high school and the College agree to cooperate in the advancement of the Career Pathways Program. Working through a Career Pathways partnership, the high school and College personnel have identified courses and programs that can articulate from the high school to the College to help prepare students for certificates or associate degrees. The high school and College will promote the Career Pathways Program to students, parents, and counselors through the website, posters, brochures, and email. The high school and College will establish clearly defined course-by-course or course-to -pathway articulation agreements. The agreements will provide opportunities for admission to College programs and the award of credit for students in those programs because of their successful work in the Career Pathways Program. To be eligible for the award of college credit, the student must complete the appropriate sequence of high school Career Pathway courses with a cumulative grade point average and assessment stated in the agreement. Through successful work in the Career Pathways Program, students will receive credit for college courses, which saves them time and money. These credits can assist them in graduating earlier at the postsecondary level. Revisions and amendments to Career Pathways Articulation Agreements will be submitted annually. All courses in a pathway will be reviewed and new pathways developed as appropriate.

G. Collegiate High School Program, §1007.273, Florida Statutes

The collegiate high school program is an option for public school students in grades 11 or 12 to participate in the program for at least 1 full school year, to earn CAPE industry certification pursuant to §1008.44, and to successfully complete 30 credit hours through the dual enrollment program under §1007.271 toward the first year of college for an associate degree while enrolled in the collegiate high school program.

VIII. STUDENT ELIGIBILITY

- A. An eligible secondary student is defined in §1007.271(2), Florida Statutes, as a student who is enrolled in a Florida public secondary school or a Florida non-public secondary school. A non-public secondary school must be in compliance with §1002.42(2), Florida Statutes, and must conduct a secondary curriculum pursuant to §1003.428 or §1003.4282, Florida Statutes, in order for its students to be eligible to participate in a dual enrollment program. Confirmation of compliance must be provided to the College from the non-public institution. Evidence of compliance can be a letter attesting that the non-public school complies or the receipt of actual documentation, i.e., catalogs, etc.
- B. Students enrolled in grades 6-12 in a Florida public or private school who meet high school GPA and placement test requirements may participate in dual enrollment.
- C. Students enrolling in any college credit course must demonstrate adequate reading **and** writing preparation through submission of appropriate placement test scores. In addition, no student shall be enrolled in a college credit mathematics course on a dual enrollment basis unless the student has demonstrated adequate preparation through submission of appropriate placement test scores.
- D. The College limits eligible students in grades 6-9 to one course per semester. However, students in grade 9 who show above average success in the first semester may register for two courses the next semester with the approval of the high school counselor. The number of semester hours that an eligible student in grades 10-12 enrolls each term is at the discretion of the high school counselor. However, the College recommends that eligible students in grade 10 limit coursework to two courses per semester and students in grade 11 limit coursework to three courses per semester.
- E. Students may not earn more than twelve (12) college credit hours unless they have demonstrated proficiency in the basic competency areas of reading, writing, and mathematics by a postsecondary readiness assessment *or* are concurrently enrolled in a secondary course(s) in the basic competency area(s) for which they have been deemed deficient by the postsecondary readiness assessment.
- F. The high school guidance office is responsible for verifying that the student has earned the required scores on the proper placement test(s) in order to register for a specific course(s). The guidance counselor or designee at the high school will sign the registration form to verify that the student is eligible to take the dual enrollment course(s).
- G. Students enrolling in dual enrollment courses must identify a postsecondary education objective. The College Dual Enrollment Coordinator is available for appropriate student academic advisement and educational planning. The coordinator will work closely with students and high school guidance professionals in the development of student academic and education plans.

- H. The high school is responsible for verifying that the student is eligible to apply for admission as a dual enrolled student. The student is responsible for applying for admission and meeting admission requirements prior to the published deadlines. Incomplete applications will cause delays that may prevent registration into the desired course or program.
- I. Part-time dual enrolled students may take up to eleven semester hours or 330 vocational clock hours per term. Full-time dual enrollment/early admission students must take a minimum of twelve college credit hours or 360 vocational clock hours but no more than 16 college credit hours or 480 vocational clock hours per term.
- J. Students who enroll in college courses in the summer of their high school graduation must do so as degree seeking students rather than dual enrolled students unless the college course begins and ends prior to their high school graduation date and contributes to the requirements necessary for high school graduation.
- K. With no exceptions, an unweighted 3.0 high school grade point average must be achieved and maintained to enroll in college credit courses. With no exceptions, an unweighted 2.0 high school grade point average must be achieved and maintained for vocational certificate dual enrollment courses. With no exceptions, students must also maintain a cumulative 2.0 college grade point average to continue in dual enrollment.
- L. Students who earn a grade of D, F, or WF will not be able to register the following semester. After a one semester "sit out", the student may register with the approval of the high school counselor or designee. Courses in which a grade of D, F, or WF is earned may be repeated one time for grade forgiveness if approved by the high school counselor or designee.
- M. If a dual enrolled student withdraws from a college credit course and receives the grade of "W," the high school guidance counselor or designee makes the determination whether or not the student registers the next term. Any student receiving a "W" grade in a course may repeat the course with the approval of the high school counselor or designee.
- N. All grades, including "W" grades for withdrawal, count as course attempts and become part of the student's college transcript; they may affect subsequent postsecondary admission and financial aid. As dual enrolled, the student is limited to two attempts per course.

IX. FACULTY QUALIFICATIONS AND SACS ACCREDITATION STANDARDS

A. Criteria for Accreditation

1. The selection, development, and retention of competent faculty at all academic levels are of major importance to the educational quality of dual enrollment programs. The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) criteria require that NFCC provide evidence that it has employed faculty members qualified to accomplish the purposes of the program and the institution as well as fulfill the intent of SACSCOC accreditation guidelines. Faculty must meet the requirements of SACSCOC criteria for academic and professional preparation. According to SACSCOC, requirements for faculty teaching associate degree courses designed for transfer to a baccalaureate degree are as follows: doctorate or master's degree in the teaching discipline or master's degree with a

concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).

2. The credentials for all full-time and adjunct instructors in all programs will be maintained in the office of the Chief Academic Officer.
- B. North Florida Community College will provide for the orientation, supervision, and evaluation of all full-time and adjunct instructors.
1. The Director of Curriculum and Instruction, with the involvement of the appropriate department chair, will hold an orientation meeting for adjunct faculty. All adjunct faculty teaching dual enrollment courses are required to attend.
 2. The Director of Curriculum and Instruction will meet with or email the adjunct faculty at least once each term for the purpose of discussing and clarifying institutional policies and procedures as well as expectations.
 3. The Director of Curriculum and Instruction will partner the adjunct faculty member with a full time faculty member in the same discipline who acts as a content "go to" person.
 4. The Director of Curriculum and Instruction will conduct periodic evaluations of the performance of adjunct faculty members. Such evaluations may include classroom visitations, assessment of instructional materials including tests and other measures of student progress, and student evaluations of instruction. These evaluations will be maintained in the Office of Academic Affairs.
 5. The faculty handbook is accessible through the NFCC website. All faculty are expected to adhere to the professional guidelines, rules, and expectations therein.
 6. The student handbook is accessible through the NFCC website. The student handbook details add/drop and withdrawal policies, student code of conduct, grading policies, critical dates, etc. All faculty are expected to adhere to the professional guidelines, rules, and expectations therein.

X. NECESSARY COMPONENTS AND DESIGNATION OF RESPONSIBILITY

- A. The eligible courses will be postsecondary level courses included in this agreement designated by common course prefixes, course numbers and course titles.
- B. The high school will designate an individual responsible for serving as the contact person for dual enrollment. The high school will be responsible for the following administrative tasks:
 1. Identifying students who may be eligible for and benefit from dual enrollment;
 2. Verifying that the student is eligible to register for dual enrollment courses on the basis of documented placement test scores, high school GPA, and readiness for college.
 3. Ensuring that student registrations are in the Office of the Registrar in accordance with the published registration period.
 4. Assuring reasonable access to schools and students by College personnel for purposes of program information and dissemination.
 5. Providing staff to assist College personnel with facilities and requested instructional equipment.

6. Responding to requests for transcripts for dual enrollment students in a timely manner.
7. Using College adopted textbooks and instructional materials.
8. Adhering to the College calendar.

C. The College will:

1. Verify that secondary students enrolled in the dual enrollment program meet admission requirements.
2. Ensure that credit by examination is made available to students, thus allowing the possibility of earning credit in general subject areas applicable to the Associate in Arts, Associate in Science, and/or postsecondary vocational certificate programs.
3. Transmit grades, both letter and numeric, and credit information to the high school at the conclusion of the term if payment has been received for the term.
4. Provide the high school contact person access to the required textbook list two (2) months prior to the start of any given term.

D. Supervision of Dual Enrollment Program

1. The College President will designate an individual responsible for administrative oversight of the dual enrollment program. The responsibilities include registration, drop/add, attendance, and monitoring the program in general.
2. The Office of Academic Affairs will be responsible for ensuring that the level of instruction and programs demonstrate the level of academic rigor expected of all college courses. To ensure equivalent rigor with dual enrollment courses taught on the high school campus, the College will provide a comprehensive, cumulative end-of-course assessment or a series of assessments of all expected learning outcomes. Assessments shall be provided to the high school campus dual enrollment course instructor by the College in a timely manner to ensure availability prior to scheduled administration dates.
3. The Office of Academic Affairs shall determine course content in accordance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) criteria and select instructional materials. The high school will use course syllabi provided by the College for all dual enrollment courses. While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses which some parents may object to for minors. Courses will not be modified to accommodate variations in student age and/or maturity.

E. Fees and Transportation

1. Florida Statute §1007.271(21)(n), Dual Enrollment Programs, requires school districts pay the standard tuition rate per credit hour to the College for dual enrollment instruction. The methodology for determining student cost is outlined in Appendix D.
2. The non-public secondary schools shall be held to the same statutory requirements regarding tuition payment to the College as the school districts.
3. For fall and spring terms, an invoice will be sent to the school districts and the non-public secondary schools at the conclusion of the college term's verification of class attendance.

The invoice will reflect the total number of hours enrolled times the established tuition rate per credit hour as outlined in Appendix D. Payment is due upon receipt of the invoice.

4. School districts and non-public secondary schools will not be invoiced for students who drop college classes during the prescribed drop/add period.
5. School districts and non-public secondary schools will be invoiced for students who withdraw ("W" grade) during the withdrawal period as outlined in the academic calendar.
6. The College application fee will not be assessed while students participate in the Dual Enrollment Program. However, the application fee will be assessed when students enter a degree program at North Florida Community College following graduation from high school.
7. Institutional materials assigned for use with dual enrollment courses will be provided to public school students at no cost. The School Board will provide the student with the required textbook(s) and other instructional materials. The School Board will take ownership of the textbooks and other instructional materials at the time of purchase and will reuse the materials whenever possible in future dual enrollment courses, as long as they are required for such courses.
8. The parents of a non-public school high school student are responsible for the purchase of textbook(s), instructional materials, and other fees required for dual enrollment courses.
9. The student or the parents of said student shall provide transportation.

XI. Designation of Institutional Responsibility

- A. Dual enrollment courses may be taken at the College or at the high school site or at any site where college courses are taught, subject to approval by the high school guidance counselor or designee. In addition, eligible secondary school students shall be permitted to enroll in eligible courses regardless of delivery method.
- B. Regular and consistent attendance facilitates student success. Absences beyond the equivalent of two weeks of class are considered to be excessive and thus may impact a student's course grade. Typically, two weeks of class would be 4 class meetings for a three credit hour course on MW or TR. There are no "excused" absences. An absence is an absence, and students are responsible for material covered during their absence. In addition, if there is no verifiable participation within the first week of the term, the student will be dropped from the class for nonattendance. This includes all methods of delivery.
- C. The College will maintain student records in the Office of the Registrar. If payment has been received for the term, the Office of the Registrar will send student grades to the high school guidance office within ten (10) days of the last class day of the College term.
- D. Procedures
 1. The high school will promote the dual enrollment program by informing students about the ramifications of taking college credit courses while in high school.
 2. The high school will provide students who may be eligible to take dual enrollment courses with the eligibility criteria to register for courses.

3. In the Summer Term, the high school guidance counselor or designee will register eligible students for courses to be offered in the following fall term. In the Fall Term, the high school guidance counselor or designee will register eligible students for courses to be offered in the following Spring Term.
4. The high school will certify by the signature of the guidance counselor or designee on the Advisement/Registration form that students are eligible to register for dual enrollment courses.
5. The high school guidance counselor or designee will provide the College Office of the Registrar with Enhanced ACT or SAT-I scores for students who do not present exemption scores or who do not present adequate scores on the Florida College Entry-Level Placement Test (CPT) or the Postsecondary Education Readiness Test (PERT).
6. All required documents must be in the Office of the Registrar by the last day to register for any given term.

E. Testing

1. According to State Board Rule 6A-10.0315, school districts must administer the Florida Postsecondary Education Readiness Test (PERT) to high school students who meet the criteria established in §1008.30(3), F.S. Students who do not meet or exceed established scores must complete postsecondary preparatory instruction prior to high school graduation.
2. The high schools are responsible for providing test scores to the College.
3. For dual enrollment purposes, high school students may test in the NFCC Test Center.

F. Academic advising

1. The high school guidance office is responsible for dual enrollment students as to the courses which may be used to meet high school graduation requirements.
2. College advising personnel are available for assisting students with course selections consistent with the student's postsecondary educational goals and plans developed in collaboration with the student, the high school guidance counselor or designee, and College advising personnel.

G. Assignments of Grades

1. The evaluation of students and the assigning of grades are the prerogatives and responsibilities of the faculty member assigned to teach the class in which the students are enrolled.
2. The method for determining the final course grade, including activities to be graded and their respective weighting shall be specified in the course syllabus and distributed to the student. Any unavoidable changes to the grading policies in the syllabus must be communicated in writing to each student in the course.
3. Instructors may assign only those grades specified in the catalog. The instructor of record must assign all grades in a given course.

H. Grade Reporting Procedures

1. If an emergency prevents the instructor from assigning final grades, the College department chair using original student records, course syllabus, and other appropriate information will

assign final grades. Under such circumstances, a written explanation of the situation will be attached to the final grade roster.

2. A student may not be registered in one course and attend another course. Assuming valid reasons for a change from the course for which the student registered, the drop/add form must be processed to reflect the actual situation; such paperwork must be processed immediately, not at the end of the term.
- I. Feedback Mechanisms for Providing Information Regarding Student Performance to Secondary Schools
 1. Faculty teaching dual enrollment courses at the high school will notify the dual enrollment coordinator at North Florida Community College when student academic performance and/or attendance are not satisfactory.
 2. The dual enrollment coordinator will notify the high school guidance office by email of the name of the student with unsatisfactory grades and/or attendance.
 3. The Office of the Registrar will deliver an official copy of the final grade roster to the high school guidance office.
 - J. The College and the School Board shall jointly assume responsibility for the implementation and enforcement of any rights and responsibilities that arise by the creation, maintenance and use of any "records" and "reports" regarding any high school students enrolled in accordance with all applicable laws, including but not limited to §1002.22, Florida Statutes. Each shall be responsible for "records" and "reports" maintained, housed or stored by the respective institutions.

XII. Minority and Special Populations

- A. Minority enrollment is encouraged in dual enrollment programs. High school guidance counselor or designee will ensure that minority students are provided information about the dual enrollment program, including the advantages afforded students who register for college courses while in high school.
- B. The high school shall provide the College a letter outlining the steps taken to promote dual enrollment opportunities for minorities.
- C. High school guidance counselor or designee will ensure that qualified students with disabilities (including those who have Individual Education Plans or 504 Plans) are provided information about the dual enrollment program. The School District understands that the accommodations and modifications provided to the student under the IEP are not automatically provided in the postsecondary setting. NFCC cannot be held to the decisions of the IEP Committee. NFCC has a separate procedure for approving students with disabilities for accommodations. The School District will refer the student and his/her parents to the Office of Student Disability Services on the NFCC main campus and will provide copies of relevant documentation to NFCC. This contract serves as a release of information. IEP's may not be sufficient evidence. The School District is responsible for all students testing to determine disabilities. Accommodations from the college will proceed upon completion of the intake with the parent and student and receipt of appropriate records.

- D. Accommodation provisions will be individually determined by NFCC in conjunction with the student, parent, and high school guidance counselor or designee or designee. NFCC agrees to arrange and provide accommodations for dual enrolled students receiving instructions at any facility other than the high school. The School District agrees to arrange and provide accommodations for dual enrolled students receiving instruction on the high school site. The high school guidance counselor will ensure that NFCC's determinations are followed at the high school campus. The School District is responsible to ensure that the student receives all accommodations determined by NFCC. If a high school student has a dedicated, paid staff member as an auxiliary aid/assistant, the School District agrees to send that staff member with the student to NFCC classes. NFCC does not provide personal care attendants for students. Situations not covered by the above agreement will be discussed and decided on a case by case basis between the parties.

XIII. Personnel Assignments

- A. The College Chief Academic Officer will be responsible for approving faculty to teach dual enrollment courses. The high school is responsible for providing the College Chief Academic Officer with the graduate transcripts of a resident faculty member that it desires to put forward as a possible teacher of NFCC courses.
- B. The faculty assigned to teach dual enrollment courses will meet SACS criteria. The College will collaborate with the School Board in making faculty appointments to teach dual enrollment courses at the high school.
- C. All faculty, including those teaching classes meeting in the high schools, will be paid by the College unless alternate arrangements are agreed upon by the School Board and the College.
- D. There will be an orientation for instructors assigned to teach dual enrollment courses. This will be part of the College preplanning activities and will be directed by the Director of Curriculum and Instruction.
- E. The purpose of the orientation session will be to share important information and instructional materials that will support and enhance teaching effectiveness. Instructional effectiveness throughout the district remains a high priority for the College.

XIV. The Appeal Process

- A. The student appeal process procedures are outlined in the Student Handbook. The student handbook can be accessed from the NFCC website, www.nfcc.edu.
- B. The faculty appeal process procedures are outlined in the Faculty Handbook. The faculty handbook can be accessed from the NFCC website, www.nfcc.edu.

XV. Annual Review

- A. The Articulation Council will review the Dual Enrollment Articulation Agreement annually.
- B. The Agreement shall be presented to the College Board of Trustees and the District School Board for approval.

XVI. Mechanisms and Strategies to Reduce the Incidence of Postsecondary Remediation

- A. The College will host educational “summits” in the areas of mathematics and English to provide a forum for ideas and strategies to reduce the remediation needs of students coming out of high school to postsecondary programs. Instructors from all levels of the K-12 system will be invited to participate with College faculty in these summits to be held each fall.
- B. The College will provide links to online tutorials and study assistance on its web site.
- C. The College will provide school specific data to the school district as it pertains to remediation needs for school graduates.

XVII. Mechanisms and Strategies for Improving the Preparation of Teachers at All Levels

- A. The College will establish, and encourage school participation in, a regional task force to improve teaching and the preparation of teachers. The task force will include representation from the College faculty and administration, and teachers and administrators from each of the school districts served by the College.
- B. The College will continue hosting the annual Education Summit for area schools. Topics associated with teacher training and development will be included. Adjunct faculty and those teaching dual enrolled courses are encouraged to attend.
- C. The College will provide a multi-day seminar for teachers with the purpose of developing awareness of, and proficiency in, the use of instructional technology. Adjunct faculty and those teaching dual enrolled courses are encouraged to attend.

XVIII. Term of Agreement

- A. Upon signature, this Agreement will be in effect until July 31, 2016.
- B. Planning for the 2016 -2017 academic year shall be completed in May 2016.

APPENDIX A
2015 – 2016 Academic Calendar

TRADITIONAL TERM

2015	Term I	Comments
August 20 & 21	Faculty Planning Days	
August 24	Classes Begin	
Sept. 7	LABOR DAY Holiday	
Nov. 11	VETERANS DAY Holiday	
Nov. 26 & 27	THANKSGIVING Holidays	
Dec. 4	Classes End	
Dec. 7 – 10	Final Exams	
Dec. 14	Grades Due	
Dec. 11, 14, 15	Faculty Planning Days	
Dec. 15	Term Ends. Commencement, 7 pm	
2016	Term II	Comments
Jan. 4 & 5	Faculty Planning Days	
Jan. 6	Classes Begin	
Jan. 18	MARTIN LUTHER KING Holiday	
Feb. 15	PRESIDENTS DAY Holiday	
March 14 – 18	SPRING BREAK	
Apr. 21	Classes End	
Apr. 22 – 27	Final Exams	
Apr 29	Grades Due	
Apr. 28, 29, May 3	Faculty Planning Days	
May 3	Term Ends. Commencement, 7 pm	
2016	Term III	Comments
May 9	Classes Begin	
May 30	MEMORIAL DAY Holiday	
July 4	INDEPENDENCE DAY Holiday	
July 19	Classes End	
July 20 & 21	Final Exams	
July 25, 26	Faculty Planning Days	
July 26	Grades Due. Term Ends	

NON-TRADITIONAL TERMS (e.g. Weekend College, Mini-mesters)

NONE

APPENDIX B

6A-14.064 College Credit Dual Enrollment.

(1) To be eligible to receive college credit through dual enrollment:

(a) Students must meet the grade point average (GPA) requirements, as specified in Section 1007.271, F.S., for the degree or certificate program selected. Procedures for determining exceptions to the GPA requirements on an individual student basis must be noted in the District Interinstitutional Articulation Agreement as required by Section 1007.235, F.S.

(b) Students must satisfy the college preparatory testing requirements of Section 1008.30(4)(a), F.S. and Rule 6A-10.0315, F.A.C., which is hereby incorporated by reference. Students who have been identified as deficient in basic competencies in one of the areas of reading, writing or mathematics, as determined by scores on a postsecondary readiness assessment identified in Rule 6A-10.0315, F.A.C., shall not be permitted to enroll in college credit courses in curriculum areas precluded by the deficiency. Students may enroll in college credit courses that are not precluded by the deficiency; however, students may not earn more than twelve (12) college credit hours prior to the correction of all deficiencies. Exceptions to the twelve (12) college credit hour limitation may be granted by the postsecondary institution provided that the dual enrollment student is concurrently enrolled in a secondary course(s) in the basic competency area(s) for which they have been deemed deficient by the postsecondary readiness assessment. In addition, the secondary student that has accumulated twelve (12) college credit hours and has not yet demonstrated proficiency in the basic competency areas of reading, writing and mathematics must be advised in writing by the school district of the requirements for associate degree completion and state university admission, including information about future financial aid eligibility and the potential costs of accumulating excessive college credit, as outlined in Section 1009.286, F.S.

(c) For joint dual enrollment and Advanced Placement (AP) courses, as authorized in Section 1007.272, F.S., students must comply with the add/drop policies and deadlines of the postsecondary institution. A student who elects to enroll in an AP course that is jointly offered with a dual enrollment course may not earn postsecondary credit for that course through dual enrollment.

(d) In order to remain eligible for college credit coursework, students must maintain the high school grade point average required for initial eligibility unless otherwise noted in the District Interinstitutional Articulation Agreement.

(e) Participation of exceptional student education (ESE) students must be in accordance with statutory eligibility requirements and with the procedural guidelines and district-college responsibilities delineated in the District Interinstitutional Articulation Agreement.

(f) Districts and colleges may agree to extend dual enrollment participation in Student Life Skills (designated as SLS course prefix in the Statewide Course Numbering System) courses to students who do not meet the statutory eligibility requirements, if alternate eligibility requirements are delineated in the District Interinstitutional Articulation Agreement.

(g) In order to be considered a full-time dual enrollment early admission student, the student must enroll in a minimum of twelve (12) college credit hours but may not be required to enroll in more than fifteen (15) college credit hours.

(2) The following requirements shall apply to faculty providing instruction in college credit dual enrollment courses:

(a) All full-time or adjunct faculty teaching dual enrollment courses must meet Southern Association of Colleges and Schools Commission on Colleges' Principles of Accreditation: Foundations for Quality Enhancement, 2010 Edition, section 3.7.1, for postsecondary instructors in the course and discipline, which is hereby incorporated by reference. The document may be accessed at <http://www.sacscoc.org/pdf/2010principlesofaccreditation.pdf>. These criteria apply to all faculty teaching postsecondary courses regardless of the physical location of the course being taught. The postsecondary institution awarding credit shall ensure faculty teaching dual enrollment courses meet these qualifications.

(b) Postsecondary transcripts of all full-time or adjunct faculty teaching dual enrollment courses must be filed with the postsecondary institution, regardless of who employs or pays the faculty member's salary. For dual enrollment courses taught on high school campuses, the faculty transcripts must be submitted to the postsecondary institution for filing.

(c) The postsecondary institution shall provide all full-time and adjunct faculty teaching dual enrollment courses with a copy of the current faculty or adjunct faculty handbook. Faculty shall adhere to the professional guidelines, rules, and expectations therein. Any exceptions to such requirements must be noted in the District Interinstitutional Articulation Agreement.

(d) The postsecondary institution shall provide all full-time and adjunct faculty teaching dual enrollment courses with a current student handbook detailing information that includes, but is not limited to, add/drop and withdrawal policies, student code of conduct, grading policies, and critical dates. Faculty shall adhere to the guidelines, rules, and expectations therein that apply to faculty. Any exceptions to such requirements must be noted in the District Interinstitutional Articulation Agreement.

(e) The postsecondary institution shall provide all adjunct faculty teaching dual enrollment courses with a full-time faculty contact or liaison in the same discipline.

(f) All full-time and adjunct faculty teaching dual enrollment courses, regardless of location of instruction, shall be observed by a designee of the college president and evaluated based on the same criteria used for all other full-time or adjunct faculty delivering college courses at that institution.

(g) The postsecondary institution shall provide all full-time and adjunct faculty teaching dual enrollment courses with a copy of course plans and objectives for the college course they are teaching. In addition, faculty shall be provided with information on additional requirements related to Rule 6A-10.030, F.A.C., if applicable. All course objectives and identified competencies must be included in the course plan and covered per the syllabus during the term.

(h) All full-time and adjunct faculty teaching dual enrollment courses shall file a copy of their current course syllabus with the college's discipline chair or department chair prior to the start of each term. Content of the syllabus must meet the same criteria as required for all college courses offered at that institution.

(3) The following curriculum standards for content, syllabi, exams, and grades shall apply to college credit dual enrollment:

(a) Dual enrollment courses taught on the high school campus must meet all competencies expected and outlined in the postsecondary course plan. To ensure equivalent rigor with on-campus courses, the institution granting postsecondary credit shall be responsible for providing a comprehensive, cumulative end-of-course assessment or a series of assessments of all expected learning outcomes in accordance with the Southern Association of Colleges and Schools Commission on Colleges' Principles of Accreditation: Foundations for Quality Enhancement, 2010 Edition, sections 2.7.4 and 3.5.1, which are hereby incorporated by reference. The document may be accessed at <http://www.sacscoc.org/pdf/2010principlesofaccreditation.pdf>. Assessments shall be provided to the high school campus dual enrollment course instructor by the college in a timely manner to ensure availability prior to scheduled administration dates. Completed, scored exams will be returned to the postsecondary institution and held on file for a period of one (1) year.

(b) Textbooks and instructional materials used in dual enrollment courses must be the same or comparable with those used with other postsecondary courses at the postsecondary institution with the same course prefix and number. The postsecondary institution will advise the school district of instructional material requirements as soon as that information becomes available, but no later than one term prior to a course being offered.

(c) Course requirements such as tests, papers, or other assignments for dual enrollment students must be at the same level of rigor or depth as those for all non-dual enrollment postsecondary students. All full-time and adjunct faculty teaching dual enrollment courses must observe postsecondary institution procedures and deadlines for submission of grades in the appropriate format. All faculty will be advised of postsecondary institution-wide grading guidelines prior to teaching a dual enrollment course.

(d) Policies relating to dual enrollment course withdrawals and repeats shall be determined by the college and must be clearly delineated in the District Interinstitutional Articulation Agreement.

(4) The following environmental standards shall apply to college credit dual enrollment:

(a) Dual enrollment courses taught on a high school campus shall ensure minimal interruptions of instructional time. A student shall lose eligibility to participate in dual enrollment if the secondary institution where a course is being offered determines that a student is being disruptive to the learning process, such that the progress of other students and the efficient administration of the course are hindered.

(b) Dual enrollment courses may not be combined with other high school courses, except in accordance with Section 1007.272, F.S.

(c) A formalized process between the high school counselor and the college must be delineated in the District Interinstitutional Articulation Agreement for informing students and parents or guardians of college course-level expectations, including, but not limited to the following:

1. Any letter grade below a "C" will not count as credit toward satisfaction of the requirements in Rule 6A-10.030, F.A.C.; however, all grades are calculated in a student's GPA and will appear on their college transcript.

2. All grades, including "W" for withdrawal, become a part of the student's permanent college transcript and may affect subsequent postsecondary admission.

3. While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses which some parents may object to for minors. Courses will not be modified to accommodate variations in student age and/or maturity.

4. The selection of courses to meet degree requirements, including approved program common prerequisite courses, in order to minimize student and state costs for excess hours.

5. The inclusion of dual enrollment course plans in their Electronic Personal Educational Planner (ePEP) using the online student advising system known as Florida Academic Counseling and Tracking for Students at the Internet website FACTS.org, as required by Section 1003.413(3)(i), F.S., to minimize enrollment in a random selection of college courses.

(5) The following accountability and assessment standards shall apply to college credit dual enrollment:

(a) Postsecondary institutions shall analyze student performance in dual enrollment to ensure that the level of preparation and future success is comparable with non-dual enrollment postsecondary students. Analyses and recommendations shall be shared and reviewed with the principal and local school district.

(b) High schools shall analyze course and instructor evaluations for dual enrollment courses on the high school campus. Analyses and recommendations shall be shared and reviewed by both the college and the high school.

(c) Any course-, discipline-, college-, or system-wide assessments that a postsecondary institution requires in non-dual enrollment sections of a course shall also be used in all dual enrollment sections of the course.

(d) Colleges shall compare student performance, to include final grade and exam, of dual enrollment course offerings on high school campuses and college campuses to ensure that results are comparable to non-dual enrollment sections. Results will be made available to the principal, local school district, the college president, and the Department of Education.

Rulemaking Authority 1001.02(2), (6), 1007.271(3), (9) FS. Law Implemented 1007.271 FS. History—New 6-22-10.

APPENDIX C

2015-2016– High School Subject Area Equivalency List for NFCC Courses

Current law allows for any course in SCNS, with the exception of remedial courses and Physical Education skills courses to be offered as dual enrollment. However, due to the nature of admission criteria or program clinical agency requirements there are some programs which limit access for DE students. Programs where there are limiting admission criteria that eliminate them as a DE option have not been considered in the development of this document. The NFCC courses listed are not offered every semester and listing may change in future academic years. The NFCC courses listed are based on the 2015-2016 College Catalog. Course titles listed are those used by NFCC.

ENGLISH

NFCC Course	Course Title	High School credit awarded
AML 2010	American Literature I	1.0
AML 2020	American Literature II	1.0
ENC 1101	Freshman Composition I	1.0
ENC 1102	Freshman Composition II	1.0
ENL 2012	British Literature I	1.0
ENL 2022	British Literature II	1.0
LIT 2110	World Literature I	1.0
LIT 2120	World Literature II	1.0

FOREIGN LANGUAGE*

*Effective for students initially entering FCS in academic year 2014-15, a two semester sequence of foreign language (or demonstrated competency in a foreign language) will be required for Associate of Arts degree-seeking students. Legislated requirement may be satisfied by completion of 2.0 high school credits of the same foreign language taken consecutively.

NFCC Course	Course Title	High School credit awarded
SPN 1000	Conversational Spanish	0.5
SPN 1120	Elementary Spanish I	1.0
SPN 1121	Elementary Spanish II	1.0
SPN 2200	Intermediate Spanish I	0.5
SPN 2201	Intermediate Spanish II	0.5

MATHEMATICS

NFCC Course	Course Title	High School credit awarded
MAC 1105	College Algebra	1.0
MAC 1114	Trigonometry	1.0
MAC 2140	Precalculus	1.0
MAC 2233	Applied Calculus	1.0
MAC 2311	Calculus I	1.0
MAC 2312	Calculus II	1.0
MAC 2313	Calculus III	1.0
MAP 2302	Differential Equations	1.0
MGF 1106	Liberal Arts Mathematics I	1.0
MGF 1107	Liberal Arts Mathematics II	1.0
STA 2023	Introductory College Statistics	1.0

PERFORMING/FINE ARTS

All the below listed NFCC courses are 3 credit hour courses and thus are guaranteed 0.5 high school credits.

NFCC Course	Course Title	High School credit awarded
ARH 2000	Humanities Art	0.5
ART 2201	Basic Design I	0.5
ART 2202	Basic Design II	0.5
ART 1300	Basic Drawing I	0.5
ART 1301	Basic Drawing II	0.5
ART 2500	Painting Composition I	0.5
ART 2501	Painting Composition II	0.5
ART 1759	Ceramics I	0.5
ART 1751	Ceramics II	0.5
PGY 2401	Introduction to Photography	0.5
SPC 1608	Fundamentals of Speech	0.5

PHYSICAL EDUCATION

NFCC Course	Course Title	High School credit awarded
HSC 1100	Personal Health	0.5

PRACTICAL ARTS/CAREER EDUCATION CREDIT

Postsecondary adult vocational (PSAV) clock hour courses taken through dual enrollment that are not listed below shall awarded 1.0 high school e credits for each 150 hours in the courses rounded down to the nearest 0.5 credits. NFCC courses that are part of an ATD, AS, or Technical Certificate have been included on the elective listing with high school credit award designated as 0.5 elective credit for courses that are 3 credit hours or higher. Note that some postsecondary career education programs for which courses are listed either in this section or the elective section of this document may have additional admission criteria. Courses marked with * are part of a program awaiting SACSCOC approval.

NFCC Course	Course Title	High School credit awarded
ETI 0481*	Production Worker	1.0 vocational
ETI 0482*	Assembler	1.0 vocational
ETI 0484*	Process Assistant	1.0 vocational
ETI 0485*	Automation and Production Technician	1.0 vocational
FFP 0010	Firefighter I	3.0 vocational
GRA 2207C	Advanced Electronic Imaging	0.5 practical arts
HEV 0160	Child Care Center Director	0.0 vocational
HEV 0870	Child Care Worker I	1.0 vocational
HEV 0871	Child Care Worker 2	1.0 vocational
HEV 0872	Teacher Aide (Preschool)	1.0 Practical Arts
HEV 0873	Preschool Teacher	1.0 vocational
OTA 0030	Assistant Digital Production Designer	1.0 vocational
OTA 0040	Information Technology Assistant	1.0 practical arts
OTA 0041	Front Desk Specialist	2.0 vocational
OTA 0043	Administrative Assistant	3.0 vocational
OTA 0631	Medical Office Technologist	2.0 vocational
OTA 0651	Medical Administrative Specialist	2.0 vocational

SCIENCE

The content in the sequence of BSC 1010C and BSC 1011C is comparable to the standards for Biology 1 and therefore if both are completed may be used as preparation for the associated EOC.

NFCC Course	Course Title	High School credit awarded
AST 1002	Introduction to Astronomy	0.5
AST 1002/AST 1002L	Introduction to Astronomy + Introduction to Astronomy Lab	1.0
BOT 2010C	General Botany	1.0
BSC 1005C	Introduction to Biology (non- majors course)	1.0
BSC 1010C	Principles of Biology I	1.0
BSC 1011	Principles of Biology II	1.0
BSC 1050	Man & Environment	0.5
BSC 2084C	Essentials of Anatomy & Physiology	1.0
BSC 2085C	Anatomy & Physiology I	1.0
BSC 2086C	Anatomy & Physiology II	1.0
CHM 1033C	Survey of Chemistry	1.0
CHM 1045	General Chemistry I	0.5
CHM 1045/CHM 1045L	General Chemistry I + General Chemistry I Lab	1.0
CHM 1046/CHM 1046L	General Chemistry II + General Chemistry II Lab	1.0
CHM 2210	Organic Chemistry I	0.5
CHM 2210/CHM2210L	Organic Chemistry I + Organic Chemistry I Lab	1.0
CHM 2211	Organic Chemistry II	
CHM 2211/CHM2211L	Organic Chemistry II + Organic Chemistry I Lab	1.0
MCB 2010C	Microbiology	1.0
PHY 2048/PHY2048L	Physics I with Calculus + Physics I with Calculus Lab	1.0
PHY 2049/PHY2049L	Physics II with Calculus + Physics II with Calculus Lab	1.0

SCSB 2016-14 (RENEWAL)

PHY 1053/PHY 1053L	General Physics I + General Physics I Lab	1.0
PHY 1054/PHY 1054L	General Physics II + General Physics II Lab	1.0
PSC 1341C	Physical Science I	1.0
ZOO 2010C	General Zoology	1.0

SOCIAL STUDIES

The content of the sequence of AMH 2010 and AMH 2020 is comparable to the standard for United States History and therefore if both are completed may be used as preparation for the EOC assessment.

NFCC Course	Course Title	High School credit awarded
AMH 2010	American History I	0.5
AMH 2020	American History II	0.5
POS 2041	American Government	0.5
WOH 1012	World History to 1600	0.5
WOH 1022	World History Since 1600	0.5

ELECTIVES

Three credit hour (or equivalent) postsecondary courses taken through dual enrollment offered at NFCC that are not listed in previous subject area lists shall be awarded at least 0.5 high school elective credits. For those listed below that are part of a postsecondary career/technical program of study at NFCC (Technical Certificate (CCC), AS, or ATD) the designated HS credit is at least 0.5 elective credit for those courses that are 3 or more credit hours.. Only NFCC programs have been listed for courses that are either AA General Education options or where that course is a program requirement. Courses that are less than 3 credit hours are not listed. Courses marked with * are part of a program awaiting SACSCOC approval.

NFCC course	NFCC program (s)	Course Title	High School credit awarded
AMH 1070	AA General Education/Social Science	History of Florida	0.5
AMH 2091	AA General Education/Social Science	African-American History & Culture	0.5
ACG 2021	AS Business Administration , CCC Business Operations, CCC Business Development and Entrepreneurship	Introduction to Financial Accounting	0.5
ACG 2071	AS Business Administration, CCC Business Operations:	Introduction to Managerial	0.5

SCSB 2016-14 (RENEWAL)

	Accounting/Budgeting Operations	Accounting	
ACG 2450	AS Business Administration, CCC Human Resources Administrator	Microcomputers in Accounting	0.5
BUL 2241	AS Business Administration, CCC Human Resources Administrator. CCC Business Operations	Legal Environment of Business	0.5
CCJ 1020	AA General Education/Social Sciences	Introduction to Criminal Justice	0.5
CCJ 2010	AS Criminal Justice Technology	Nature of Crime	0.5
CCJ 2022	AS Criminal Justice Technology	Concepts & Issues in Criminal Justice	0.5
CCJ 2350	AS Criminal Justice Technology	Correctional Facility Organization/Operations	0.5
CCJ 2053	AS Criminal Justice Technology	Criminal Justice Ethics	0.5
CET 1171C*	CCC Network Security	IT Essentials	0.5
CET 1600C*	CCC Network Security	Cisco Introduction to Networks	0.5
CET 1610C*	CCC Network Security	Cisco Routing and Switching Essentials	0.5
CET 2615C*	CCC Network Security	Cisco Scaling Networks	0.5
CET 2620C*	CCC Network Security	Cisco Connecting Networks	0.5
CGS 1100C	AS Business Administration, CCC Business Operations, CCC Human Resources Administrator, AS Digital Media/Multimedia and related CCC's, CCC Business Development and Entrepreneurship	Computer Applications I	0.5
CGS 1520	AS Digital Media/Multimedia Technology	Multimedia Programming	0.5
CGS 2571		Computer Applications II	0.5
CHD 2220		Child Growth and Development	0.5
CIS 2381C*	CCC Network Security	Computer Forensics and Investigations	0.5
CIS 2352C*	CCC Network Security	Ethical Hacking I	0.5

SCSB 2016-14 (RENEWAL)

CJE 1301	AS Criminal Justice Technology	Police Patrol Operations	0.5
CJE 2300	AS Criminal Justice Technology	Police Administration and Operations	0.5
CJL 1100	AS Criminal Justice Technology	Criminal Law	0.5
CJL 2062	AS Criminal Justice Technology	Constitutional Law	0.5
CJL 2500	AS Criminal Justice Technology	America's Courts and the Criminal Justice System	0.5
CJE 1600	AS Criminal Justice Technology	Criminal Investigations	0.5
CTS 1120C*	CCC Network Security	Security+	0.5
CTS 1387C*	CCC Network Security	Linux/Unix Fundamentals	0.5
CTS 2664C*	CCC Network Security	CCNA Security	0.5
CLP 1140		Abnormal Psychology	0.5
DEP 2004	AA General Education/Social Science	Human Development	0.5
EDF 2005	AA Education emphasis	Introduction to the Teaching Profession	0.5
EDF 2085	AA Education emphasis	Introduction to Diversity for Educators	0.5
EDP 2002		Educational Psychology	0.5
EME 2040	AA Education emphasis, CCC Digital Media/Multimedia Instructional Technology Specialization	Introduction to Technology for Educators	0.5
EMS 1119	ATD Emergency Medical Technician	Emergency Medical Technician I	1.0
EMS 1119L	ATD Emergency Medical Technician	Emergency Medical Technician I Lab	0.5
ENT 1000	CCC Business Development and Entrepreneurship	Introduction to Entrepreneurship	0.5
GEB 1011	AS Business Administration, CCC Human Resources Administrator, CCC Business Operations, AS Digital Media/Multimedia Technology	Introduction to Business	0.5
GEB 1136	CCC Business Development and Entrepreneurship	Introduction to e-Business	0.5
GEB 2450	AS Digital Media/Multimedia	Business Ethics	0.5

SCSB 2016-14 (RENEWAL)

GEB 2930	AS Business Administration	Business Administration Capstone	0.5
GRA 2117C	AS Digital Media/Multimedia, CCC's Authoring, Production, and Web Specializations	Computer Assisted Web Design	0.5
GRA 2121C	AS Digital Media/Multimedia	Publication Design	0.5
GRA 2131C	AS Digital Media/Multimedia and related CCC's	Electronic Imaging	0.5
GRA 2140C	AS Digital Media/Multimedia	Interactive Media	0.5
GRA 2143C	AS Digital Media/Multimedia, CCC Web Production Specialization	Advanced Web Design	0.5
GRA 2144C	AS Digital Media/Multimedia and related CCC's	Fundamentals of Web Design	0.5
GRA 2160C	AS Digital Media/Multimedia, CCC's Production and Web Production Specializations	Computer Animation	0.5
HSC 1531		Medical Terminology for Allied Health	0.5
HUM 2210	AA General Education Humanities	General Humanities I	0.5
HUM 2230	AA General Education Humanities	General Humanities II	0.5
HUN 2201		Fundamentals of Human Nutrition	0.5
LIT 2020	AA General Education Humanities/Literature	Short Story	0.5
MAN 2021	AS Business Administration, CCC Human Resources Administrator, CCC Management Business Operations	Principles of Management	0.5
MAR 2011	CCC Business Development and Entrepreneurship	Principles of Marketing	0.5
MAT 1033		Intermediate Algebra	0.5
MNA 2100	AS Business Administration, CCC Human Resources Administrator	Human Resources Management	0.5
OST 2335	AS Business Administration, CCC Business Operations, CCC	Business Communication	0.5

SCSB 2016-14 (RENEWAL)

	Human Resources Administrator, AS Digital Media/Multimedia Technology, CCC Business Development and Entrepreneurship		
PHI 2010	AA General Education Humanities	Introduction to Philosophy	0.5
PSY 2012	AA General Education /Social Sciences, AA Nursing Emphasis, AS Criminal Justice Technology, AS Digital Media/Multimedia	General Psychology	0.5
REL 2300	AA General Education Humanities	World Religion	0.5
SBM 2000	CCC Business Operations Small Business Management	Small Business Management	0.5
SYG 1000	AA General Education /Social Sciences	Introductory Sociology	0.5
SYG 2010	AA General Education /Social Sciences,	Social Problems	0.5
SYG 2322	AS Criminal Justice Technology	Juvenile Delinquency	0.5
SYG 2323	AS Criminal Justice Technology	Introduction to Criminology	0.5
SYG 2430		Marriage and the Family	0.5
WOH 2040	AA General Education History/Social Sciences	World History in the 20 th Century	0.5
SLS 1103		Strategies for Academic Success	0.5

Dual Enrollment Course – High School Subject Equivalency List

The entire 2015 – 2016 *Dual Enrollment Course – High School Subject Area Equivalency List* is available at the Office of Articulation website under Advising Resources.

<http://www.fldoe.org/articulation>

Contact Information:

Mr. Matthew Bouck

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- matthew.bouck@fldoe.org

APPENDIX D

2015-2016 Academic Year
 North Florida Community College
 Dual Enrolled Student Cost Per Credit Hour

On NFCC Campus \$71.98

On High School Campus/NFCC Instructor/Overload

Instructional Cost (FT)	\$49.45
Requires class of 13 (Overload/13*1.146)	
Instructional Travel	\$10.95
(80 miles*2 days*15 weeks*.445)/13	
Enrollment Services Cost	\$10.47
(Admissions, Advisement, Registration, Records)	
Dual Enrollment = average of 12% of total FTE/3531 SSH	
Administrative Oversight = 11957/3531 or \$3.38	
Registrar = \$6062/3531 or \$1.71	
Admissions Cost = \$4507/3531 or \$1.27	
Advisement Cost = \$4923/3531 or \$1.39	
Registration & Records = \$5183/3531 or \$1.46	
Accounts Receivable Billing = \$4457/3531 or \$1.26	
Access Fee	\$2.00
(Info Network, D2L, Library Databases)	
Total Cost Per Credit Hour	\$72.87

On High School Campus/NFCC Instructor/Part of Load

Instructional Cost (FT)	\$155.41
Requires class of 13 (Average Salary plus benefits/30 SSH * 1 SSH/13)	
Instructional Travel	\$10.95
(80 miles*2 days*15 weeks*.445)/13	
Enrollment Services Cost	\$10.47
(Admissions, Advisement, Registration, Records)	
Dual Enrollment = average of 12% of total FTE/3531 SSH	
Administrative Oversight = 11957/3531 or \$3.38	
Registrar = \$6062/3531 or \$1.71	
Admissions Cost = \$4507/3531 or \$1.27	
Advisement Cost = \$4923/3531 or \$1.39	
Registration & Records = \$5183/3531 or \$1.46	
Accounts Receivable Billing = \$4457/3531 or \$1.26	
Access Fee	\$2.00
(Info Network, D2L, Library Databases)	
Total Cost Per Credit Hour	\$178.83

2015-2016 Academic Year
 North Florida Community College
 Dual Enrolled Student Cost Per Credit Hour

On High School Campus/Adjunct Instructor

Instructional Cost (FT)	\$46.45
Requires class of 13 (Overload/13*1.0765)	
Enrollment Services Cost	\$10.47
(Admissions, Advisement, Registration, Records)	
Dual Enrollment = average of 12% of total FTE/3531 SSH	
Administrative Oversight = 11957/3531 or \$3.38	
Registrar = \$6062/3531 or \$1.71	
Admissions Cost = \$4507/3531 or \$1.27	
Advisement Cost = \$4923/3531 or \$1.39	
Registration & Records = \$5183/3531 or \$1.46	
Accounts Receivable Billing = \$4457/3531 or \$1.26	
Access Fee	\$2.00
(Info Network, D2L, Library Databases)	
 Total Cost Per Credit Hour	 \$58.92

On High School Campus/Qualified High School Instructor

This option is available with no charge from the State College to the School District.

**On High School Campus/FloridaLearns STEM Scholars
 Project with NFCC Instructor**

Instructional Cost (FT)	\$46.45
Requires class of 13 (Overload/13*1.0765)	
Less Public School Instructional Cost	-\$21.16
((\$17.04 * 15 weeks)/13)*1.0765)	
Enrollment Services Cost	\$10.47
(Admissions, Advisement, Registration, Records)	
Dual Enrollment = average of 12% of total FTE/3531 SSH	
Administrative Oversight = 11957/3531 or \$3.38	
Registrar = \$6062/3531 or \$1.71	
Admissions Cost = \$4507/3531 or \$1.27	
Advisement Cost = \$4923/3531 or \$1.39	
Registration & Records = \$5183/3531 or \$1.46	
Accounts Receivable Billing = \$4457/3531 or \$1.26	
Access Fee	\$2.00
(Info Network, D2L, Library Databases)	
 Total Cost Per Credit Hour	 \$37.76

APPENDIX E

**COLLEGIATE HIGH SCHOOL PROGRAM AGREEMENT BETWEEN
THE DISTRICT BOARD OF TRUSTEES OF NORTH FLORIDA COMMUNITY COLLEGE
and
THE DISTRICT SCHOOL BOARD OF [NAME OF COUNTY]**

This agreement is entered into by and between the District Board of Trustees of North Florida Community College, Madison, Florida, hereinafter referred to as the "College," and the District School Board of _____ County, hereinafter referred to as the "School Board,"

WHEREAS, pursuant to §1007.273, Florida Statutes, each school district and Florida College System institution which serves it must execute a contract to establish one or more collegiate high school programs for qualified students through the efficient use of the College's programs and resources;

THEREFORE,

The College and the School Board do hereby agree as follows:

I. EFFECTIVE DATE AND EFFECT OF AGREEMENT

Upon signature, the effective date of this agreement shall be July 31, 2015 and will be in effect until July 31, 2016.

II. PARTIES TO THE AGREEMENT

North Florida Community College and the District School Board of _____ County.

III. GRADE LEVELS INCLUDED IN THE COLLEGIATE HIGH SCHOOL PROGRAM

Eligible grade 12 students shall have access to the Collegiate High School postsecondary program, which will allow for the completion of 30 college credit hours during the fall and spring terms of an academic year at North Florida Community College.

IV. DESCRIPTION OF COLLEGIATE HIGH SCHOOL PROGRAM

The North Florida Community College Collegiate High School Program will allow eligible students to complete up to 30 credit hours from one of four academies within the program. Those academies are: Information Technology, Digital Media, Business, and AA general. For those students who choose to seek CAPE industry certifications, courses within the curriculum for each of the four options will provide the necessary preparation. The attached Appendix A includes detailed descriptions for the four

academy tracks to include: academy curriculum, high school equivalency for courses, CAPE industry certifications available with listing of preparation courses, course instructor(s), and method(s) of delivery. The eligible courses included in this agreement are designated by common course prefixes, numbers and course titles.

The Collegiate High School curriculum for the Information Technology, Digital Media, and Business Academy also afford students the ability to earn one or more Technical Certificates. A Technical Certificate (College Credit Certificate) consists of less than sixty college credits, as defined in F.A.C. 6A-10.033(1)(a), which are part of an Associate of Science or Associate of Applied Science degree program and prepare students for entry into employment.

V. PROCESS BY WHICH STUDENTS AND PARENTS ARE INFORMED

_____ County High School and NFCC will work collaboratively to notify students and their parents of the Collegiate High School dual enrollment program through handouts, mail outs and college website. The handouts, mail outs, and the NFCC dual enrollment webpage outline the expectations of the dual enrolled student in college-level classes. The high school shall inform all eligible secondary students and their parents of the Collegiate High School dual enrollment option, including eligibility criteria and the process by which students and parents exercise their option to participate. NFCC shall work with the high school to provide a schedule of classes and will be available to communicate directly with parents and students about this dual enrollment option. In addition, the dual enrollment admission application contains language regarding college-level expectations. The application requires the signatures of the student, the parent/guardian, and the high school counselor. The signatures indicate the understanding and agreement to the terms outlined in the application. All signatures are required prior to processing the application.

VI. INSTRUCTIONAL METHODS AND COURSE INSTRUCTORS

The instructional delivery methods and course instructors for the Collegiate High School curriculum are outlined in Appendix A for the four academy tracks.

All courses which comprise the Collegiate High School curriculum will be taught by paid contracted NFCC instructors regardless of delivery method. All instructors will meet the requirements of SACSCOC criteria for academic and professional preparation. The credentials for all full-time and adjunct instructors in all programs will be maintained in the office of the Chief Academic Officer.

Course delivery methods may be traditional (face to face), online, video conference delivery from NFCC campus to offsite location, or hybrid (30 – 80% online delivery). The academy programs of study outlined in Appendix A are for an academic year. Specific instructors, methods of delivery, and semester in which a specific course is offered may not be established until such time that term class schedules are completed. Thus an addendum to this contract will be added for each semester to specify course instructor, method of delivery, and courses for that term.

VII. STUDENT ADVISING SERVICES

College personnel are responsible for appropriate student academic advisement and educational planning. College personnel will work closely with students and high school counselors in the development of student education plans. The high school guidance office is responsible for dual enrollment students as to the courses which may be used to meet high school graduation requirements. College personnel are responsible for assisting students with Collegiate High School course selections consistent with their postsecondary educational goals and plans. High school counselors and college personnel will collaborate on content and submission of student performance contracts for those students who are participating in the Collegiate High School program. Performance contracts will be provided for each student and each term a student participates in the program. They will be signed by student, parent, school district and NFCC. The contract will include, at a minimum, the schedule of courses for the semester, industry certifications available to the student, attendance requirements and course grade requirements.

To ensure transferability of credits, students' educational plans should be closely evaluated to further ensure transferability. Students who intend to transfer should carefully evaluate each course to determine its applicability to meeting degree requirements for the intended program and transfer institution.

VIII. STUDENT PROGRESS MONITORING MECHANISM

The evaluation of students and the assigning of grades are the prerogatives and responsibility of the instructor assigned to the class in which the student is enrolled. The method for determining the final course grade, including the activities to be graded and their respective weighting shall be specified in the course syllabus and distributed to the student. Any instructor teaching dual enrollment students must notify the Dual Enrollment Coordinator at North Florida Community College when student academic performance and/or attendance is not satisfactory. The Dual Enrollment Coordinator will send the high school guidance office a copy of the unsatisfactory performance notice. Information

regarding NFCC academic support services available to the student will be provided to the student. An instructor may refer a student to the NFCC Academic Success Center based on academic performance or where need for supplemental academic support or tutoring is indicated.

IX. PROGRAM REVIEW PROTOCOLS AND STUDENT PERFORMANCE MECHANISM

North Florida Community College has a professional and active program of institutional effectiveness through which relevant data regarding student and instructor performance is collected and analyzed on a regular basis. All programs are monitored to ensure quality and consistency. Effectiveness initiatives are led by the Office of Institutional Effectiveness, Research, and Accreditation in accordance with the assessment plan designed to include all PSAV and college credit course offerings. The Chief Academic Officer will be responsible for ensuring that the level of instruction and programs demonstrate the level of academic rigor expected of all college courses.

Educational programs are required to submit Institutional Effectiveness (IE) Program Summary reports with annual updates to the Institutional Effectiveness Coordinator. The document details goals, objectives, outcome description, assessment process and actual outcomes. Additionally, all courses and instructors are evaluated through observation and student surveys on a regular basis.

X. FUNDING ARRANGEMENTS

Florida Statute 1007.271(21)(n), Dual Enrollment Programs, requires school districts to pay the standard tuition rate per credit hour to the College for dual enrollment instruction. The per credit hour rate for credits taught or delivered from NFCC by either full time or adjunct instructors under a paid contract is outlined in Appendix B.

For Fall and Spring terms, an invoice will be sent to the school districts at the conclusion of the college term's verification of class attendance. The invoice will reflect the total number of hours enrolled times the established tuition rate per credit hour as outlined in Appendix B. Payment is due upon receipt of the invoice. School districts will not be invoiced for students who drop college classes during the prescribed add/drop period. School districts will be invoiced for students who withdraw ("W" grade) during the withdrawal period as outlined in the academic calendar.

The College application fee will not be assessed while students participate in Dual Enrollment. However, the application fee will be assessed when students enter a degree program at North Florida Community College following high school graduation.

Instructional materials assigned for use with dual enrollment courses will be provided at no cost by the School Board to include required textbook(s) and other instructional materials. The School Board will take ownership of the textbooks and other instructional materials at the time of purchase and may reuse materials whenever possible in future dual enrollment courses, as long as they are required for such courses. The College is not responsible for providing transportation for dual enrollment participants.

XI. STUDENT ELIGIBILITY

An eligible secondary student is defined in F.S. §1007.271(2), as a student who is enrolled in a Florida public secondary school or a Florida non-public secondary school. An unweighted 3.0 high school GPA must be achieved and maintained to enroll in college credit courses. Students must also maintain a 2.0 college grade point average to continue in dual enrollment.

The high school guidance office is responsible for verifying that the student has earned the required scores on the proper placement test(s) in order to register for a specific course(s) and for verifying that the student is eligible for admission as a dual enrolled student. The guidance counselor at the high school will sign the registration form to verify that the student is eligible to take the dual enrollment course(s). Students may not enroll in the Collegiate High School program unless they have demonstrated proficiency in the basic competency areas of reading, writing, and mathematics by a postsecondary readiness assessment.

Students enrolling in the Collegiate High School Program must identify choice of academy based on their postsecondary education objective and goals. The College Dual Enrollment Coordinator is responsible for appropriate student academic advisement and educational planning. The College Dual Enrollment Coordinator is responsible for appropriate student academic advisement and educational planning. The Dual Enrollment Coordinator will work closely with students and high school guidance professionals in the development of student academic and education plans.

The high school is responsible for verifying that the student is eligible to apply for admission as a dual enrolled student in the Collegiate High School program. The student is responsible for applying for admission and meeting admission requirements prior to the published deadlines. Students with incomplete applications for admission will not be allowed to register. Incomplete applications may cause delays that prevent registration into the desired course or academy. Incomplete applications may cause delays that prevent registration into the desired course or academy, students with

incomplete applications for admission will not be allowed to register in the Collegiate High School program.

Students may enroll in one of the Collegiate High School program academies as part-time or as full-time (Early Admission). Part-time Collegiate High School participants may enroll in up to 11 credit hours but no less than 6 credit hours. If the number of credits for a student falls below 6 credit hours as a result of dropping or withdrawing from a course they will be considered as part-time dual enrollment but no longer be considered as a Collegiate High School program participant. Full-time Collegiate High School participants must enroll in a minimum of 12 college credit hours but may enroll in no more than 15 credits.

If a dual enrolled student receives a grade of "D" or "F" in any college credit course, the student must "sit out" the next term. This means the student cannot register the next available term as a dual enrolled student. If a dual enrolled student withdraws from a college credit course and receives the grade of "W," the high school guidance counselor makes the determination whether or not the student registers the next term.

Any course with the grade of "D" or "F" cannot be repeated without a written request to the College Dean of Academic Affairs from the high school guidance counselor. The final decision rests with the College.

APPENDIX A

COLLEGIATE HIGH SCHOOL ACADEMIES

I. Collegiate High School Information Technology Academy Curriculum

Course	Title	HS credit	NFCC Program	Industry Certification
CET 1600	Introduction to Networks	0.5 elective	CCC Network Security	X
CET 1610	Routing and Switching Essentials	0.5 elective	CCC Network Security	X
CTS 1387	Linux/Unix Fundamental	0.5 elective	CCC Network Security	
CET 1171	IT Essentials	0.5 elective	CCC Network Security	X
CET 2615	Scaling Networks	0.5 elective	CCC Network Security	X
CET 2620	Connecting Networks	0.5 elective	CCC Network Security	X
CIS 2352	Ethical Hacker I	0.5 elective	CCC Network Security	
CTS 2664	CCNA Security	0.5 elective	CCC Network Security	X
CIS 2381	Computer Forensics and Investigations	0.5 elective	CCC Network Security	
CTS 1120	Security +	0.5 elective	CCC Network Security	X

College Credit Certificate Program

The 30 credit hours that comprise the curriculum for this online program meet the requirements for the CCC Network Security. It is designed to equip career-seeking students with an advanced understanding of various networks and the information security issues faced by business and industry worldwide. Credits may articulate to an AS Network Systems Technology which is offered at some FCS institutions. Credits may also count toward AA degree as electives and may meet prerequisites for a 4 year degree in a related Information Technology program. The courses will offered as a schedule to meet the required sequencing to prepare students for the related industry certifications.

Industry Certifications

CAPE Industry Certification	Code	*Courses
Cisco Certified Entry Network Technician (CCENT)	CISCO003	CET 1600, CET 1610
Cisco Certified Network Associate (CCNA)	CISCO 004	CET 1600, CET 1610, CET 2615, CET 2620
Cisco Certified Network Associate Security (CCNA Security)	CISCO011	CTS 2664
COMP TIA A+	COMPT001	CET 1171
COMP TIA Security+	COMPT008	CTS 1120

* Note that courses may have prerequisite or corequisite course requirements.

Delivery Method and Instructors

All courses will be offered as online delivery. All courses will be taught by industry certified instructors with more specialized courses such as Ethical Hacker I taught by John Sirmon and CCNA/CCNA Security courses taught by an adjunct.

Course	Instructor	Delivery
CET 1600	TBA Adjunct	Online
CET 1610	TBA Adjunct	Online
CTS 1387	John Sirmon	Online
CET 1171	John Sirmon or TBD adjunct	Online
CET 2615	TBA adjunct	Online
CET 2620	TBA adjunct	Online
CIS 2352	John Sirmon	Online
CTS 2664	TBA adjunct	Online
CIS 2381	John Sirmon	Online
CTS 1120	John Sirmon	Online

II. Collegiate High School Digital Media Academy Curriculum

Professional Core Courses for College Credit Certificates					
NFCC Course	Title	HS Credit	NFCC Program	Preparation for Industry Certification	Delivery/ Instructor
CGS 1100C	Computer Applications I	0.5 elective	AS Digital Media/Multimedia and all related CCCs	X	Traditional and Online/Guest or Brave Heart
GRA 2131C	Electronic Imaging	0.5 elective	AS Digital Media/Multimedia and all related CCCs	X	Tradition, Hybrid and Online/Guest
GRA 2207C	Advanced Electronic Imaging	0.5 practical arts	AS Media/Multimedia	X	Online/Guest
GRA 2117C	Computer Assisted Graphic Design	0.5 elective	AS Digital Media/Multimedia, CCC Authoring Specialization, CCC Production Specialization		Traditional, Hybrid and Online/Guest
GRA 2144C	Fundamentals of Web Design	0.5 elective	AS Digital Media/Multimedia and all related CCCs	X	Traditional and Hybrid/ Guest
GRA 2143C	Advanced Web Design	0.5 elective	AS Media/Multimedia, CCC Web Production	X	Online/Guest
GRA 2160C	Computer Animation	0.5 elective	AS Media/Multimedia, CCC Production Specialization, CCC Web Production	X	Traditional and Hybrid/ Guest

Additional Recommended Courses					
NFCC Course	Title	HS Credit	NFCC Program	Preparation for Industry Certification	Delivery/ Instructor
GRA 2140C	Interactive Media	0.5 elective	AS Media/Multimedia	X	Online/Guest
PGY 2401	Introduction to Photography	0.5 performing/fine arts	AS Media/Multimedia		Traditional and Hybrid/ Simmons
GEB 1011	Introduction to Business	0.5 elective	AS Media/Multimedia		Traditional, Hybrid and Online/ Brave Heart
CGS 1520	Multimedia Programming	0.5 elective	AS Media/Multimedia		Online/Guest
ARH 2000	Humanities Art	0.5 performing/fine arts	AS Media/Multimedia general education		Online/ Martilli
MGF 1106	Mathematics for Liberal Arts	1.0 mathematics	AS Media/Multimedia general education		Traditional/ Bryce

College Degree or Certificates for which Credits are earned

If student completes all courses (21 credit hours) listed in the first table they will have met requirements for three different College Credit Certificates which are tied to the AS Digital Media/Multimedia. The specialization for those three CCCs is Authoring, Production, and Web Production. These short-term certificates are designed to equip students with a skill set for immediate employment. All courses in these three certificates are required courses for completion of the AS Digital Media/Multimedia. Courses specific to the individual College Credit Certificates described may be found in the NFCC College Catalog.

The courses listed on the second table are recommended options beyond the 21 credits that will meet CCC requirements. These courses are also part of the AS Digital Media/Multimedia program as either as professional core or general education course.

Professional core courses may be transferrable to BAS Digital Media/Multimedia. General Education Courses recommended that will meet General Education Core Option state requirement for Humanities and for Mathematics as defined in F.A.C. 6A-14.0303.

Industry Certifications

CAPE Industry Certification	Code	Courses
Adobe Certified Associate Web Communication using Adobe – Dreamweaver	ADOBE010	GRA 2144C, GRA 2143C
Adobe Certified Associate Rich Media Communication using Adobe –Flash	ADOBE011	GRA 2160C, GRA 2140C
Adobe Certified Associate Visual Communication using Adobe-Photoshop	ADOBE012	GRA 2131C, GRA 2207C

III. Collegiate High School Business Academy Curriculum

NFCC Course	Title	HS Credit	NFCC Program	Preparation for Industry Certification
ACG 2021	Introduction to Financial Accounting	0.5 Elective	AS Business Administration, CCC Business Development and Entrepreneurship	
CGS 1100C	Computer Applications I	0.5 Elective	AS Business Administration, CCC Business Development and Entrepreneurship	X
ENT 1000	Introduction to Entrepreneurship	0.5 Elective	AS Business Administration, CCC Business Development and Entrepreneurship	
ECO 2013	Macroeconomics	0.5 elective	AS Business Administration, CCC Business Development and Entrepreneurship	
MAR 2011	Principles of Marketing	0.5 elective	AS Business Administration, CCC Business Development and Entrepreneurship	
OST 2335	Business Communication	0.5 elective	AS Business Administration, CCC Business Development and Entrepreneurship	
SBM 2000	Small Business Management	0.5 elective	AS Business Administration, CCC Business Development and Entrepreneurship	
GEB 2930	Business Administration Capstone	0.5 elective	AS Business Administration, CCC Business Development and Entrepreneurship	
CGS 1930C	Computer Science Special Topics: Web Business		AS Business Administration, CCC Business Development and Entrepreneurship	
ACG 2450	Microcomputers in Accounting	0.5 elective	AS Business Administration	X
CGS 2571	Computer Applications II	0.5 elective	AS Business Administration	X
GRA 2144C	Fundamentals of Web Design	0.5 elective	AS Business Administration	X
GRA 2143C	Advanced Web Design	0.5 elective	AS Digital Media/Multimedia	X

College Credential to Which Credits Can Apply

With the exception of GRA 2143C, all courses listed are either required or elective options for completion of the AS in Business Administration. Additionally, with completion of all but the last four listed courses students will have met requirements for the Technical (College Credit) Certificate in Business Development

and Entrepreneurship. Courses in the outlined Business Collegiate High School Program that are common prerequisite courses for most Baccalaureate programs in Business are: CGS 1100C, ACG 2021, ECO 2013. Others may apply depending on transfer institution and intended Business degree.

Industry Certifications

The last four courses listed on the previous table will prepare students for the following Industry Certification(s):

CAPE Industry Certification	Code	Course(s)
QuickBooks Certified User	INTUT001	ACG 2450
Microsoft Office Specialist (MOS)	MICRO069	CGS 1100C, CGS 2571C
Adobe Certified Associate Web Communication	ADOBE010	GRA 2144C

Course Delivery Method and Instructors

Listed course delivery method(s) are based on how courses have been delivered in previous semesters. Traditional (face to face) delivery courses would meet at NFCC or may be delivered via video conferenced based on interest and availability of technology for delivery. Where multiple delivery methods are listed not all are available every term that course is offered.

NFCC Course	Title	Instructor	Delivery Method
ACG 2021	Introduction to Financial Accounting	Brave Heart	Traditional
CGS 1100C	Computer Applications I	Brave Heart, Guest	Online, Traditional
ENT 1000	Introduction to Entrepreneurship	Brave Heart	Hybrid
ECO 2013	Macroeconomics	Guest	Online, Traditional
MAR 2011	Principles of Marketing	Guest	Online
OST 2335	Business Communication	Brave Heart	Hybrid
SBM 2000	Small Business Management	Brave Heart	Traditional
GEB 2930	Business Administration Capstone	Brave Heart	Hybrid
CGS 1930C	Computer Science Special Topics: Web Business	Guest	Online
ACG 2450	Microcomputers in Accounting	Brave Heart	Hybrid
CGS 2571	Computer Applications II	Brave Heart	Hybrid
GRA 2144C	Fundamentals of Web Design	Guest	Traditional
GRA 2143C	Advanced Web Design	Guest	Online

IV. Collegiate High School AA General Academy Curriculum

General Education Core Course Options				
NFCC Course	Course Title	GE Subject Area	GE Core	HS Credit
ENC 1101	Freshman English I	Communications	X	1.0 English
MAC 1105	College Algebra	Mathematics	X	1.0 Mathematics
or STA 2023	Introductory College Statistics	Mathematics	X	1.0 Mathematics
or MGF 1106	Math for Liberal Arts I	Mathematics	X	1.0 Mathematics
or MGF 1107	Math for Liberal Arts II	Mathematics	X	1.0 Mathematic
or MAC 2311	Calculus I	Mathematics	X	1.0 Mathematics
ARH 2000	Humanities Art	Humanities	X	0.5 Performing/fine arts
or PHI 2010	Introduction to Philosophy	Humanities	X	0.5 elective
*AMH 2020	American History II	Social Science	X	0.5 Social Studies
or ECO 2013	Macroeconomics	Social Science	X	0.5 elective
or POS 2041	American Government	Social Science	X	0.5 social studies
or PSY 2012	Psychology	Social Science	X	0.5 elective
or SYG 1000	Introduction to Sociology	Social Science	X	0.5 elective
**BSC 1010C	Biology I	Natural Sciences	X	1.0 Science
or AST 1002/1002L	Introduction to Astronomy + Lab	Natural Sciences	X	1.0 Science
or BSC1005C	Introduction to Biology (non-majors course)	Natural Sciences	X	1.0 Science
or BSC 2085C	Anatomy & Physiology I	Natural Sciences	X	1.0 Science
or CHM 1045/1045L	General Chemistry I + lab	Natural Sciences	X	1.0 Science
or PHY 2048/2048L	General Physics w/Calculus + Lab	Natural Sciences	X	1.0 Science
or PHY 2053/2053L	General Physics I + Lab	Natural Sciences	X	1.0 Science

*Additional completion of AMH 2010 is considered preparation for American History EOC.

**Additional completion of BSC 1011C is considered to be preparation for Biology EOC.

Additional Information Regarding General Education Choices

Note that some of the General Education Courses may have prerequisite or corequisite course requirements. Collegiate High School AA General track students must take or have previously completed one General Education Core course from each of the five General Education areas as listed above. Note that courses listed are based on those in 2014 College Catalog and additional Core courses may be added to the NFCC 2015 College Catalog. Choice of Mathematics General Core Course Option should be based on students' intended meta-major or major. Refer to F.A.C. 6A-14.065 Meta-Major Academic Pathways for defined academic pathways for English and Mathematics for various meta-majors. Effective academic year 2015-2016, all FTIC students must meet General Education Core requirement. Refer to F.A.C. 6A-14.0303 General Education Core Course Options. For a student who has previously completed General Education Core course options for the five areas either another General Education or elective course may be substituted as part of the AA General Academy curriculum. Students should make informed choices based on their educational objective.

Some Recommended Elective Course Options			
NFCC Course	Title	HS Credit	Preparation for Industry Certification
ACG 2450	Microcomputers in Accounting	0.5 elective	X
GRA 2144C	Fundamentals of Web Design	0.5 elective	X
GRA 2143C	Fundamentals of Web Design	0.5 elective	X
GRA 2140C	Interactive Media	0.5 elective	X
GRA 2160C	Computer Animation	0.5 elective	X
GRA 2131C	Electronic Imaging	0.5 elective	X
GRA 2207C	Advanced Electronic Imaging	0.5 practical arts	X
CGS 1100C	Computer Applications I	0.5 elective	X
CGS 2571C	Computer Applications II	0.5 elective	X
CET 1600	Introduction to Networks	0.5 elective	X
CET 1610	Routing and Switching Essentials	0.5 elective	X
CET 2615	Scaling Networks	0.5 elective	X
CET 2620	Connecting Networks	0.5 elective	X
CET 1171	IT Essentials	0.5 elective	X
CTS 1120	Security +	0.5 elective	X
CTS 2664	CCNA Security	0.5 elective	X
SPC 1608	Fundamentals of Speech	0.5 Performing/fine arts	
SPN 1120	Elementary Spanish I	1.0 Foreign Language	
SPN 1121	Elementary Spanish II	1.0 Foreign Language	

General Information Regarding Electives

Note that some of the listed recommended electives may have prerequisite or corequisite course requirements. Effective 2014-2015, all FTIC students will be required to meet a foreign language competency requirement at the level of Elementary II for completion of an Associate of Arts degree. This can be met by completing 2 high school credits in the same foreign language take consecutively either taken as a high school course or as college credit. Other elective choices may be substituted. In selecting electives consideration should be given to intended degree and major to help with required common course prerequisites and transfer of credit.

Industry Certifications		
CAPE Industry Certification	Code	Preparation Courses
Adobe Certified Associate Web Communication using Adobe-Dreamweaver	ADOBE010	GRA 2144C, GRA 2143C
Adobe Certified Associate Rich Media Communication using Adobe- Flash	ADOBE011	GRA 2160C, GRA 2140C
Adobe Certified Associate Visual Communication using Adobe – Photoshop	ADOBE012	GRA 2131C, GRA 2207C
QuickBooks Certified User	INTUT001	ACG 2450
Microsoft Office Specialist Bundle Certification	MICRO069	CGS 1100C, CGS 2571C
Cisco Certified Entry Network Technician (CCENT)	CISCO003	CET 1600, CET 1601
Cisco Certified Network Associate (CCNA)	CISCO004	CET 1600, CET 1601, CET 2615, CET 2620
Cisco Certified Network Associate Security (CISCO Security)	CISCO011	CTS 2664
CompTIA A+	COMPT001	CET 1171
CompTIA Security+	COMPT008	CTS 1120

Delivery Method and Instructors

Most but not all General Education courses are available through online course delivery. Additional delivery options are: face to face (traditional), hybrid, video conferencing. All courses taken as part of an NFCC Collegiate High School program will be taught either by full time or adjunct instructors that are under NFCC paid contract. Specific subject area courses within a General Education area are not taught by all instructors listed every semester and adjunct staffing is based on need. Refer to semester Class Schedule for specific instructor and course delivery. General Education Core course instructors are as follows:

NFCC Instructors for Core General Education Courses*		
Gen Ed Area	Subject Area	Instructors
Communications	English	McCauley (FT), Knox (FT), Jegede (FT), Thompson, K. (PT)
Humanities	Humanities Art	Martilli (PT), Thompson, L. (FT)
Humanities	Philosophy	Paulk, D. (FT)
Social Science	History	Paulk, D(FT), Paulk, E. (FT), Welch (FT)
Social Science	Psychology	Palomino (FT), Moses (PT)
Social Science	Political Science	Cave (PT)
Social Science	Sociology	Cashwell (PT)
Social Science	Economics	Guest (FT)
Mathematics	Mathematics	Harris (FT), Bryce (FT), Taylor (FT)
Natural Sciences	Biological Sciences	Molnar (FT), Littlefield (FT), Stine(FT)
Natural Sciences	Chemistry	Agama (FT)
Natural Sciences	Physics	Maresch(FT)

* Listed faculty based on Fall 2014 NFCC instructional staff both fulltime (FT) and adjunct (PT). Note that NFCC may add additional core course options to both Humanities and Natural Sciences for fall 2015 implementation which may impact above listing.

APPENDIX B

2015 -2016 Academic Year

North Florida Community College

Dual Enrolled Cost per Credit Hour

Taught on NFCC Campus by NFCC Instructor **\$71.98/credit hour**

Video Conference Delivery from NFCC Campus to High School Campus

Instructional Cost (at average overload rate based on class of 13) (13*1.0765)	\$46.45
Less Public School Instructional Cost for Facilitator - (((\$17.04 * 15 weeks)/13)*\$1.0765)	\$21.16
Enrollment Services Cost (Admissions, Advisement, Registration, Records) Dual Enrollment = average of 12% or total FTE/3531 SSH	\$10.47
Administrative Oversight \$11957/3531 = \$3.38	
Registrar \$6062/3531 = \$1.71	
Admissions \$4507/3531 = \$1.27	
Advisement \$4923/3531 = \$1.39	
Registration & Records \$5183/3531 = \$1.46	
Accounts Receivable Billing \$4457/3531 = \$1.46	
Access Fee (Info Network, D2L, Library Databases)	\$2.00
Total Cost	\$37.76


We, the undersigned representatives of North Florida Community College and the District School Board of Suwannee County, agree to the terms of the program specific component of this Dual Enrollment Articulation Agreement.



John Grosskopf, President
North Florida Community College

4-22-15

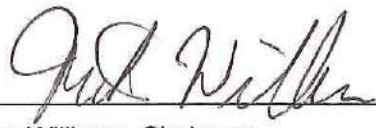
Date



Jerry A. Scarborough, Superintendent
Suwannee County School District

MAY 26 2015

Date



Mike Williams, Chairman
District Board of Trustees
North Florida Community College

4-21-15

Date



Ed daSilva, Chair
Suwannee County School Board

MAY 26 2015

Date


"Approved as to Form and Sufficiency
BY _____
Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"