

**DUAL ENROLLMENT MEMORANDUM OF UNDERSTANDING BETWEEN
THE UNIVERSITY OF SOUTH FLORIDA
AND THE SCHOOL DISTRICT OF MANATEE COUNTY**

THIS AGREEMENT is made and entered into on this _____ day of April, 2019 by and between **University of South Florida Board of Trustees**, a public body corporate on behalf of its Sarasota-Manatee campus ("USFSM"), and the **School District of Manatee County** ("SDMC"), a political subdivision of the State of Florida, for the purpose of creating a dual enrollment program to provide educational opportunities for eligible and qualified public high school students in Manatee County. This Agreement shall serve as the Dual Enrollment Articulation Agreement pursuant to Section 1007.271, Florida Statutes. USFSM and SDMC are each a "Party" and collectively the "Parties"

I. TERM

This Agreement shall be effective as of July 1, 2019 (the "Effective Date") and shall continue until June 30, 2020, unless terminated or amended pursuant to the provisions in this Agreement. This Agreement may be renewed on an annual basis by mutual written consent. If this Agreement is to be renewed, it shall be reviewed on an annual basis at least ninety (90) days prior to the beginning of the USFSM fall semester to ensure continuing compliance with state law and applicable dual enrollment requirements.

II. DUAL ENROLLMENT PROGRAM

- A. Dual enrollment is a program in which eligible secondary students are permitted to enroll in post-secondary courses that are creditable toward the high school diploma and an associate or baccalaureate degree. Early admission dual enrollment pursuant to Section 1007.271, F.S. is not a part of this Agreement or available between the parties.
- B. Dual enrollment college level courses are intended to simultaneously fulfill high school curriculum requirements, meet university general education/liberal arts requirements, and satisfy prerequisites for the major or count as elective credit.
- C. Courses. Dual enrollment courses will be available on the USFSM campus, the USFSM online educational platform and on selected individual high school campuses in Manatee County. Courses are subject to resource availability including staffing, credentialing and other constraints. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course and only USFSM dual enrollment students may be scheduled into dual enrollment courses taught on the high school campus. Dual enrollment courses will be taught either by USFSM faculty or by SDMC instructors credentialed by USFSM.

Courses eligible for the dual enrollment program must meet the following criteria:

- a. Listed within the statewide course description and numbering system on the current State of Florida *Dual Enrollment Course – High School Subject Equivalency* list and fall under the subject areas of English, mathematics, science, foreign language, social studies and electives. Eligible courses for the 2019-2020 academic year are outlined in **Appendix A**;
- b. Fulfill the requirements of an associate or baccalaureate degree;
- c. Apply toward the student’s high school diploma and replace high school courses in the same discipline that otherwise would have been taken; and
- d. Approved by SDMC and USFSM as an acceptable dual enrollment course.

Courses are not eligible for inclusion in the dual enrollment program if the course contains college preparatory instruction and other forms of pre-collegiate instruction or developmental education, as well as physical education courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity and courses not specified in the *State of Florida Dual Enrollment Course – High School Equivalency List*.

Courses outlined in **Appendix B** require either prerequisite work and/or higher standardized test scores.

- D. Credits. All college courses taken pursuant to the dual enrollment program must be three (3) college credits or more. Dual enrollment courses and high school credit earned are designated by the Florida Department of Education’s statewide course numbering system and the State of Florida Articulation Coordinating Committee as published in the *Dual Enrollment Course-High School Subject Equivalency List*. SDMC shall assign high school credit upon successful completion and accept the post-secondary courses toward meeting requirements of Section 1003.43, Florida Statutes.

Students will be limited to one (1) to three (3) courses within the dual enrollment program per semester. No student may earn more than a total of eighteen (18) total credit hours of general education on a high school campus.

III. ELIGIBILITY

A. Initial Eligibility

Students participating in the dual enrollment program must meet the initial eligibility requirements:

1. 3.5 cumulative weighted high school GPA based on high school-level academic classes that would be accepted as prescribed in the Florida Counseling for Future Education Handbook. This is annually updated by the Florida Department of Education Office of Articulation and current editions will be referred to for these purposes. (The 2018-2019 Handbook can be found at <https://dlss.flvc.org/documents/210036/217302/Florida+Counseling+for+Future+Education+Handbook.pdf/8e147e5f-857c-490e-be68-f145b084fc12>). The GPA

will be re-calculated by USFSM only taking into consideration courses in English, mathematics, science, foreign language, social studies and electives. As calculated by USFSM, honors classes will receive an additional weight of 0.5 and AP, AICE, IB and college courses will receive an additional weight of 1.0. USFSM has the sole discretion to adjust the re-calculation of GPAs, with timely notification to SDMC; and

2. Meet minimum standardized test scores as outlined in **Appendix C**.

IV. APPLICATION

A. Process

1. Submit online application for USFSM Non-Degree Seeking Admission;
2. Submit proof of the required minimum standardized test scores as outlined in **Appendix C**;
3. If applicable, comply with the USF Health and Immunization Policy (see below); and
4. Submit approved and signed Dual Enrollment Approval Form.

If courses are taken on the USFSM campus, or as otherwise required, the student must comply with USF Health and Immunization policy found at <http://www.usf.edu/student-affairs/student-health-services/immunizations/immuncompliance.aspx> for courses physically taken at USFSM. The student's personal immunization records or a printout of the student's immunization records from the SDMC student information system should accompany a USF Mandatory Immunization Health History Form along with the student's Dual Enrollment Approval Form.

B. Deadlines

All required materials must be submitted to the Dual Enrollment Coordinator at USFSM by the 2019-2020 academic deadlines below:

Fall 2019 Deadline – June 28, 2019
Spring 2020 Deadline – December 20, 2019
Summer 2020 Deadline – April 24, 2020

C. Determination

The Coordinator of Dual Enrollment at USFSM, or a designee, makes the final decision for admission approval to the dual enrollment program at USFSM. The Coordinator of Dual Enrollment at USFSM may waive eligibility requirements upon satisfactory documentation of college readiness and demonstrated ability to master advanced courses. Denial of admissions will be communicated to both the student and the high school of record.

V. CONTINUING ELIGIBILITY

Students participating in their initial semester in the dual enrollment program may not take more than two (2) courses per semester.

Students must maintain at least a “C” (2.0) GPA in dual enrollment courses to continue eligibility in the program. Students must also maintain a weighted 3.3 GPA on high school transcripts, including dual enrollment course final grades.

Students that maintain minimum continuing eligibility standard and a post-secondary GPA of 3.0 or higher after accruing six (6) credit hours may be allowed to take up to eleven (11) credit hours during future semesters.

Students that receive a “C-“, “D”, “F”, or “W” in any given course as designated on the USFSM transcript, will not be eligible for dual enrollment the subsequent fall or spring semester.

VI. COSTS

A. Instructional Materials

1. SDMC students who are accepted and enroll in courses through the dual enrollment program at USFSM will be provided instructional materials free of charge. SDMC will provide the student with a voucher for instructional materials. This voucher must be used at, and will be accepted by, USFSM's Bookstore for purchase of approved textbooks or other instructional material deemed necessary for the course(s). The USFSM Bookstore is located at 6301 N. Tamiami Trail, Sarasota, Florida 34243.
2. Upon receipt of invoice from the USFSM Bookstore, USFSM will submit an invoice for the cost of the vouchers used directly to SDMC. SDMC shall render payment within thirty (30) days of receipt of invoice.
3. Instructional materials paid for by SDMC shall be the property of SDMC. Recovered instructional materials that are reusable are the property of SDMC and shall be retained in inventory by SDMC.

B. Instruction

1. For instruction that takes place during the fall and/or spring semesters on the USFSM campus or online by USFSM faculty, SDMC shall pay USFSM the standard tuition rate per credit hour. This rate is currently \$105.07 for 2018-2019 and is subject to adjustment in the 2019-2020 academic year. USF shall provide an invoice to SDMC no later than the Friday of the second week of dual enrollment classes. SDMC shall render payment within thirty (30) days.
2. For instruction that takes place on high school campuses by USFSM faculty, SDMC shall reimburse the costs associated with the USFSM's proportion of salary and benefits to provide the instruction.

3. For instruction that takes place on high school campuses by school district faculty, SDMC is not responsible for payment to USFSM.
4. SDMC shall be responsible for payment of tuition for all students enrolled in coursework at the end of the USFSM drop/add period.
5. If a student properly withdraws from a class, pursuant to USFSM procedures, SDMC shall not be responsible for the tuition associated with that student's approved withdrawal coursework.
6. SDMC shall not be required to pay tuition for summer terms.

VII. SDMC RESPONSIBILITIES

- A. SDMC shall provide information to students and their parents about opportunities for student participation in the dual enrollment program, the advisability and expectations of taking college courses during high school and how to participate in the dual enrollment program. Information may be provided by individual appointments, during parent information nights, the USFSM website and other appropriate means.
- B. SDMC shall ensure that dual enrollment courses taught on a high school campus are not combined with any non-college credit high school course and contains only USFSM dual enrollment students.
- C. SDMC will work with eligible students on an individual basis to review and request appropriate courses by the USFSM dual enrollment deadline.
- D. SDMC shall verify student eligibility to participate in the dual enrollment program.
- E. SDMC will provide students information about how to obtain vouchers for instructional materials.
- F. SDMC shall monitor student performance during participation in the dual enrollment program and share information with USFSM, when necessary, regarding monitoring to ensure student success.
- G. SDMC shall provide appropriate high school credit for coursework satisfactorily completed by students participating in the dual enrollment program.
- H. Designate one SDMC Dual Enrollment Coordinator, or one per discipline (English, math, history, education), who will liaise with the USFSM Dual Enrollment Coordinator and the district high schools dual enrollment teachers.
- I. Vet teacher's resumes and experience (per agreed to protocol), and submit those desired for a dual enrollment assignment in the coming year to the USFSM Dual Enrollment Coordinator. Direct those selected teachers to provide official transcripts by March 1, with an absolute deadline of May 1.
- J. Ensure that all credentialed and scheduled dual enrollment teachers attend the USFSM orientation.

VIII. USFSM RESPONSIBILITIES

- A. Upon request, USFSM will visit a high school once a semester to meet with students to complete their Dual Enrollment Approval Form including course preferences.

- B. USFSM will register students for classes during the non-degree seeking registration time period before the start of each term
- C. USFSM shall monitor student academic performance during participation in the dual enrollment program and share information with SDMC, when necessary, regarding monitoring to ensure student success.
- D. USFSM will assign a university letter grade to completed coursework.
- E. USFSM will provide a grade report to the SDMC Coordinator of Guidance Services for all dual enrolled SDMC students within ten (10) business days following the official deadline for USF grade posting.
- F. USFSM shall maintain a dual enrollment website that will contain updated information on deadlines, procedures and contact information for the dual enrollment program.
- G. USFSM shall submit this Agreement to the Florida Department of Education on an annual basis as required by s. 1007.271(21), F.S.
- H. Designate a USFSM Dual Enrollment Coordinator, who will liaise directly with the SDMC Dual Enrollment Coordinator(s).
- I. Provide “courtesy faculty appointments” to credentialed teachers assigned to teach dual enrollment courses to enable the use of Canvas and USFSM email.
- J. Provide approved course syllabi to the SDMC Dual Enrollment Coordinators for the coming year by May 24.
- K. Deliver an orientation to credentialed and assigned teachers before May 6 or on August 7-9, at place and time determined by SDMC.

IX. STUDENT RESPONSIBILITIES

- A. Students shall maintain at least the minimum requirements to continue in the dual enrollment program.
- B. If classes are taken at the USFSM campus, students are solely responsible for transportation to and from the campus. Students taking classes on the USFSM campus must comply with all USF regulations and policies.
- C. Students shall be responsible for proper withdrawal from enrolled coursework within the USFSM drop/add period or otherwise formally withdrawing pursuant to USFSM guidelines. Students shall meet with their guidance counselor prior to dropping a course or begin the withdrawal procedures.
- D. In accordance with Section 1007.271, Florida Statutes, public school students enrolled in the dual enrollment program shall be exempt from the payment of registration, tuition, laboratory fees and required instructional materials. Students may be responsible for additional fees that may include but are not limited to a USF ID card, library fees, cost of official transcripts, parking fees, calculators, online fees and laptops.

X. GENERAL PROVISIONS

- A. Dual Enrollment Transfer Guarantees. The parties must be aware of and comply with the Dual Enrollment Transfer Guarantees, which can be found at:

<https://info.fldoe.org/docushare/dsweb/Get/Document-6472/hb7059tapb.pdf> and on the attached **Appendix D**.

- B. The parties have set forth the terms, conditions and responsibilities in the Agreement in the good faith belief that they are fully in compliance with all legal and accreditation requirements generally applicable to both parties; provided, however, in the event that either party determines in its sole discretion that the performance of any obligation herein is in violation of such legal or accreditation requirement, the parties agree that such obligation shall be promptly modified to the extent necessary to secure continued compliance with such legal and accreditation requirements. In the event either party determines in its sole discretion that such obligations cannot be modified in a manner to secure continued compliance, either party can terminate this Agreement effective immediately upon written notice.
- C. The parties shall not use any party's trademarks, trade names, service marks, service names, brand names, domain names, URL's or Logo's or any other licensed mark or intellectual property in any manner without the prior written consent from such party of such use.
- D. The parties agree to comply with all applicable federal and state laws and regulations regarding the protection of data security, including without limitation the Family Educational Rights and Privacy Act ("FERPA"), and to work together to facilitate the parties' obligations under those laws and regulations.
- E. Amendment. Any amendments or modification to this Agreement shall require written approval from both parties.
- F. Termination. This Agreement may be terminated by either party without cause upon ninety (90) days written notice. Any termination will be prospective only and will not apply to students actively enrolled in courses at of the date of the termination notice pursuant to Section D below. The foregoing notwithstanding, either party can terminate this Agreement effective immediately and upon written notice to the other if, in its sole discretion, it concludes that the other institution is incapable of fully performing the services described herein; if the health, safety or welfare of students are endangered for any reason; if the program no longer supports the educational mission of either party or if the other party has acted in violation of applicable law. In the event of time or either party terminating this Agreement, both parties agree that they will cease accepting new students into the program upon termination, but shall use best efforts to provide a "teach out" for existing students. The parties agree they will continue to fulfill each of their respective obligations as set forth in this Agreement for all students that have enrolled and/or been admitted to the program prior to termination, from the time of termination through each student's successful completion of their enrolled course(s). To clarify this provision: it is the intent of the parties that after any termination of this Agreement, the participation of all existing students will continue until they finish the coursework for the applicable semester.
- G. Equal Opportunity. The Parties agree that no person shall be subjected to discrimination because of age, race, color, disability, gender identity, gender expression, marital status,

national origin, religion, sex or sexual orientation in the performance of the Parties' respective duties, responsibilities and obligations under this Agreement.

- H. Indemnification. Each party shall be responsible for the consequences of any act or failure to act on the part of itself, its employees and agents. Accordingly, each party shall be held responsible for its own sole negligence, and each party shall indemnify and hold the other parties harmless from any loss which results therefrom. No party hereto shall assume any responsibility to any other party for the consequences of any act or failure to act of any person, firm or corporation not a party to the Agreement. The University's indemnification shall be limited to the extent provided by section 768.28, Florida Statutes. Nothing contained in the foregoing shall be construed as an explicit or implied waiver of the University's sovereign immunity under Florida Law.
- I. Disabilities. Students registered for Dual Enrollment at USFSM may access services and resources that are available for students with disabilities, which can be found at: <http://www.usfsm.edu/campus-life/campus-resources/disability-services/index.aspx/>
- J. Dispute Resolution. In the event that a dispute occurs between the parties with regard to the rights or duties created by this Agreement, or in the event of a breach of this Agreement by either party, the parties hereto agree to meet and confer in good faith in an effort to resolve the dispute or issue.
- K. Public Records. Both parties are subject to public records requirements pursuant to Chapter 119, Florida Statutes. Each shall maintain records and documents associated with this Agreement and shall respond to public records requests in accordance with the requirements of Chapter 119, Florida Statutes.
- L. Notices. All notices and other communications given or made pursuant hereto shall be in writing and shall be deemed to have been duly signed or made as of the date delivered if delivered personally or by overnight courier, when confirmed by telephone if delivered by facsimile, or seven (7) business days after being mailed by express mail international (return receipt requested), to the parties at the following addresses (or at such other address for a party as shall be specified by like notice, except that notices of changes of address shall be effective upon receipt).

The University of South Florida Sarasota-Manatee:
Dr. Brett Kemker
Regional Vice Chancellor for Academic & Student Affairs
8350 N. Tamiami Trail Sarasota, FL 34243
kemker@sar.usf.edu

With Copy to:
Office of the General Counsel
Hilary Black
4202 E. Fowler Avenue, CGS 301
Tampa, FL 33620
813-974-2131 (office)
813-974-5236 (fax)

hblack@usf.edu

School District of Manatee County
Superintendent Cynthia Saunders
215 Manatee Avenue West
Bradenton, FL 34205

With Copy to:
School District of Manatee County
School Board Chair
215 Manatee Avenue West
Bradenton, FL 34205

- M. Application of Florida Law. This Agreement, and the application or interpretation hereof, shall be governed exclusively by its terms and by the laws of the State of Florida, without giving effect to any choice of law or conflict of law provision or rule (whether of the State of Florida or any other jurisdiction) that would cause application of the laws of any jurisdiction other than the State of Florida. Each of the parties to this Agreement irrevocably submits to the exclusive jurisdiction of the state courts sitting in Manatee County, Florida for the purpose of any action arising out of or relating to this Agreement. Each of the parties to this Agreement agrees that a final judgment in such jurisdiction in any action shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by applicable law. Each of the parties hereto waives any right to trial by jury with respect to any action related to or arising out of this Agreement or any transaction contemplated hereby.
- N. Severability. If any term or other provision of this Agreement is invalid, illegal or incapable of being enforced by any rule of law or public policy, all other conditions and provisions of this Agreement nevertheless shall remain in full force and effect so long as the economic or legal substance of the transactions contemplated hereby is not affected in any manner adverse to any party. Upon such determination that any term or other provision is invalid, illegal or incapable of being enforced, the parties shall negotiate in good faith to modify this Agreement so as to effect the original intent of the parties as closely as possible in an acceptable manner to the end that transactions contemplated hereby are fulfilled to the greatest extent possible.
- O. Successors and Assigns. Each and all of the covenants, terms, provisions, and agreements contained in this Agreement shall be binding upon and inure to the benefit of the Parties hereto and, to the extent permitted by this Agreement, their respective successors and assigns. No party may assign this Agreement (by operation of law or otherwise) to any Person without the prior written consent of the other party.
- P. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument and a facsimile or portable document format (PDF) document shall be deemed to be an original signature for all purposes under this Agreement.

Q. Entire Agreement. This Agreement represents the entire understanding of the parties with reference to the matters set forth herein.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

SIGNATURES OF RESPONSIBLE AUTHORITIES

**The School Board of
Manatee County, Florida**

**University of South Florida
Board of Trustees, a public body corporate**

By: _____

By: _____

Name: Cynthia Saunders
Superintendent, SDMC

Name: Dr. Karen A. Holbrook
Regional Chancellor, USFSM

By: _____

Name: David Miner
Chair, SDMC School Board

APPENDIX A

2019-2020 USFSM Dual Enrollment Courses

Dual enrollment students will only be permitted to enroll in specific courses listed on the current State of Florida Dual Enrollment Course – High School Subject Equivalency list that fall under the subject areas of English, mathematics, science, foreign language, social studies and electives.

Course No.	Course Name
ACG 2021	Principles of Financial Accounting
ACG 2071	Principles of Managerial Accounting
AMH 2010	American History I*
AMH 2020	American History II*
ANT 2000	Introduction to Anthropology
ANT 2410	Cultural Anthropology
ARH 2000	Art & Culture
ASL 2140C	American Sign Language
ASL 2150C	American Sign Language Intermediate
AST 2002	Descriptive Astronomy
BSC 1005	Biology for Non-Majors
CGS 2100	Computers in Business
DEP 2004	The Life Cycle
ECO 2013	Macroeconomics
ECO 2023	Microeconomics
EDF 2005	Introduction to the Teaching Profession**
EDF 2085	Introduction to Diversity for Educators**
EME 2040	Introduction to Technology for Educators**
ENC 1101	English Composition I*
ENC 1102	English Composition II*
EUH 2011	Ancient History I

EUH 2012	Ancient History II
FIL 2000	Film & Culture
GEB 2011	Introduction to Business
HUM 1020	Introduction to Humanities
LIT 2000	Introduction to Literature
MAC 1105	College Algebra*
MAC 1147	Precalculus Algebra & Trigonometry
MAC 2233	Business Calculus
MAC 2311	Calculus I
MAC 2312	Calculus II
MAC 2313	Calculus III
MAD 2104	Discrete Mathematics
MAP 2302	Differential Equations
MUL 2010	Music & Culture
OCE 2001	Introduction to Oceanography
PHY 2048 / 2048L	General Physics (calculus based) w/ Lab
PHY 2049 / 2049L	General Physics II (calculus based) w/ Lab
PHY 2053 / 2053L	General Physics w/ Lab
PHY 2054 / 2054L	General Physics II w/ Lab
POS 2041	American National Government
PSY 2012	Introduction to Psychology
REL 2300	Introduction to World Religions
SPC 2608	Public Speaking
SPN 1120	Introduction to Spanish
SPN 1121	Introduction to Spanish II

STA 2023	Introduction to Statistics*
SYG 2000	Introduction to Sociology
THE 2000	Theater & Culture

** USFSM will work with SDMC to either credential a high school faculty member or provide a USFSM faculty member to teach the course at high school campuses, as designated by the SDMC and based on the availability of qualified instructors and resources. All other courses will either be held online or at the USFSM campus located at 8350 N. Tamiami Trail, Sarasota, Florida 34243.*

*** Designated for Education Academy students at SDMC-designated school(s).*

APPENDIX B

Some USFSM courses may require higher placement scores or prerequisite coursework in addition to the minimum ACT/SAT scores for dual enrollment eligibility. AP, AICE or IB exam scores may take the place of SAT/ACT/PERT scores when allowed by the USFSM Catalog. Below are the courses that require higher placement scores or prerequisite college coursework:

- ACG 2071: Principles of Managerial Accounting – C (2.0) or better in ACG 2021.
- ASL 2150c: Intermediate American Sign Language – C (2.0) or better in ASL 2140c.
- EDF 2085: Introduction to Diversity for Educators – C (2.0) or better in EDF 2005.
- ENC 1102: English Composition II – C (2.0) or better in ENC 1101.
- MAC 1147: Precalculus Algebra and Trigonometry - C (2.0) or better in MAC 1105, or 570 or better SAT Math score, or 24 or better ACT Math score.
- MAC 2233: Business Calculus - C (2.0) or better in MAC 1105, or C (2.0) or better in MAC 1140, or C (2.0) or better in MAC 1147, or 610 or better SAT Math score, or 26 or better ACT Math score.
- MAC 2311: Calculus I – C (2.0) or better in MAC 1147, or 29 or better ACT Math, or 650 on SAT Math.
- MAC 2312: Calculus II - MAC 2311 with a grade of “C” or better
- MAC 2313: Calculus III - MAC 2312 with a grade of “C” or better
- MAP 2302: Differential Equations – C (2.0) or better in MAC 2283 or MAC 2313.
- PHY 2048: Gen. Physics I/Gen. Physics I Lab - MAC 2311; Must be taken concurrently w/ lab, and if dropped, dropped simultaneously.
- PHY 2049: Gen. Physics II/Gen. Physics II Lab - MAC 2312, PHY 2048/2048L; Must be taken concurrently w/ lab, and if dropped, dropped simultaneously.
- PHY 2053/2053L: Physics II/Physics II Lab – MAC 1140 or MAC 1147; Must be taken concurrently w/ lab, and if dropped, dropped simultaneously.
- PHY 2054/2054L: Physics II/Physics II Lab – PHY 2053, PHY 2053L; Must be taken concurrently w/ lab, and if dropped, dropped simultaneously.
- SPN 1120: Introduction to Spanish I - class not available for native Spanish speakers.
- SPN 1121: Introduction to Spanish II – C (2.0) or better in SPN 1120; class not available for native Spanish speakers.

APPENDIX C

Standardized Test Scores

Minimum standardized test scores:

- 560 on SAT Critical Reading and 530 on SAT Math on SAT taken after to March 2016;
- 21 on ACT Reading and 21 on ACT Mathematics; or
- PERT score of 123 on Math, 106 on Reading *and* 103 Writing.

All science and math courses require the student to meet the SAT math score of 530 and/or the ACT math score of 21 and/or PERT Math score of 123. Students who do not meet the minimum test requirements in Reading, Critical Reading and/or Writing, but do meet the score requirements for math, may still enroll in Math or Science courses. Class type is determined by the USFSM Catalog. Test scores can be submitted to USFSM via mail, scanned, or delivered by hand.

All English and humanities courses require the student to meet the SAT critical reading score of 560 and/or the ACT reading score of 21 and/or PERT reading score of 123 *and* PERT writing score of 103. Students who do not meet the minimum test requirements in Math, may still enroll in English and humanities courses. Class type is determined by the USFSM Catalog. Test scores can be submitted to USFSM via mail, scanned, or delivered by hand.

Appendix D

DUAL ENROLLMENT TRANSFER GUARANTEES

The dual enrollment program is an opportunity to take challenging courses and accelerate education opportunities. With hundreds of dual enrollment courses available, there is great potential to further engage and motivate students to pursue academically rigorous courses that capture their interests. Successful completion of dual enrollment courses allows eligible high school students to simultaneously earn high school core or elective credit and postsecondary credit toward a career certificate, an associate degree, or a baccalaureate degree.

Dual enrollment courses will receive the same weighting for the high school grade point average as Advanced Placement (AP), International Baccalaureate (IB), and Advanced International Certificate of Education (AICE) courses. In addition, dual enrollment courses that meet core state university admission requirements in English/Language Arts, Mathematics, Natural Sciences, Social Sciences, or World Languages shall receive the same weighting as AP, IB, and AICE courses in the calculation of the high school grade point average used for admission decisions.

Students should understand, however, that dual enrollment courses are college-level courses, and the amount of work and rigor of content in dual enrollment courses may be much greater than in high school courses. In addition, dual enrollment course grades become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary grade point average. Poor performance in dual enrollment courses may affect university admissions and financial aid. It is important to do well in these courses to realize the benefits of dual enrollment.

Course selection is important for the dual enrollment student since different programs at a college require different courses to complete the certificate or degree. By choosing courses wisely, students can reduce the time it takes to complete a program after high school graduation. Some students are even able to complete their college certificate or degree at the same time they graduate from high school. Students who don't know what they want to study in college should consult with an advisor to consider focusing on completing general education requirements in communications, mathematics, social sciences, natural sciences, and humanities. All degree programs require general education coursework and, while there is some variation from institution to institution, there are general education courses that are common among most, if not all, institutions.

Florida dual enrollment college credit will transfer to any Florida public college or university offering the Statewide Course Numbering System course number, and must be treated as though taken at the receiving institution. However, if students do not attend the same college or university where they earned the dual enrollment credit the application of transfer credit to general education, prerequisite, and degree programs may vary at the receiving institution. Private and out-of-state colleges and universities may or may not grant college credit for courses taken through dual enrollment.