

## DUAL ENROLLMENT AGREEMENT

Indian River State College  
And  
Hobe Sound Christian Academy

Whereas Section (s) 1007.271 (24), Florida Statutes, requires state colleges and Private Schools to develop comprehensive Dual Enrollment Articulation agreements, the District Board of Trustees for Indian River State College, hereinafter referred to as the TRUSTEES, and Hobe Sound Christian Academy, hereinafter referred to as the PRIVATE SCHOOL, have made the following determinations:

- A) Terms of this Agreement shall commence July 1, 2023, or on the last date approved by either party, whichever is later and end June 30, 2024, unless terminated as hereinafter provided.
- B) An Annual meeting shall take place between representatives from both institutions to review this Agreement, to assure both parties that it continues to serve their mutual interests and provide student opportunities.
- C) The parties may amend this agreement to comply with legislative updates upon receipt of further instructions or guidance from the Florida Department of Education.
- D) Either party shall have the right to terminate this Agreement by delivery of written notice to the other party not less than sixty (60) days prior to the effective date of said termination.
- E) The parties to this Agreement recognize that as provided under Section (s) 1007.271 (21), F.S., and SBE Rule 6A-14.064, accelerated mechanisms such as Dual Enrollment/Early College and advanced (college-level)

secondary vocational courses to eligible high school students as provided in the Dual Enrollment Agreement. Stipulations regarding course content, program requirements, student evaluation, faculty credentials, college environment, and strategic planning for Dual Enrollment courses are covered in SBE Rule 6A-14.064 adopted by the State Board of Education and included within this Agreement, along with the IRSC Dual Enrollment Course list website link.

<https://www.irsc.edu/programs/dual-enrollment-for-high-school-students.html>

Student Records: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to Section 1002.22, F.S., and 20 U.S.C.A. 1232g. Each party further agrees to comply with Section 1002.22, F.S., and 20 U.S.C.A. 1232g, including but not limited to provisions related to confidentiality, access, consent, the length of retention, and security of student records. The Private School may provide 9<sup>th</sup>-12<sup>th</sup> directory information to IRSC for the purpose of providing Dual Enrollment marketing information to prospective/current Dual Enrollment students.

Eligibility and Access :

1. Students must be enrolled as a student in a Florida public or nonpublic secondary school (grades 6-12), or a home education program.
2. Students must have a 3.0 unweigh8 (i)1a /Styl5dr(f)-8 72 486.72 n72 486. 2. udw 7.73 00

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2022

Reading	22
English	18
Mathematics	22
<b>General Educational Development (GED<sup>®</sup>) Test</b>	
Reasoning Through Language Arts	165
Mathematical Reasoning	165
<b>Test Assessing Secondary Completion (TASC )</b>	

Language Arts Reading

12. If applicable, students must complete course registration forms (IRSC 68) with all appropriate signatures.
13. Students who are scheduled to graduate from high school prior to the completion of a Dual Enrollment course, are not eligible to participate in the Dual Enrollment program.
14. Students who have met high school graduation requirements or all requirements for an Associate's degree are no longer eligible to participate in the Dual Enrollment Program. Students who would like to further their education at IRSC may apply after their high school graduation.
15. Students must meet any additional eligibility criteria specified by the postsecondary institution in the Dual Enrollment Articulation Agreement.
16. Students may not have been recommended for expulsion or expelled from a secondary school where the student attends or attended. Students who are enrolled in dual enrollment course(s) prior to being recommended for expulsion or being expelled may be permitted to finish the course(s) that they are already enrolled in, but they may not be permitted to enroll in or register for the additional course(s).
17. IRSC and the Trustees have the sole and absolute decision to permit or deny the enrollment of any student recommended in accordance with paragraph 14 above or who is not otherwise eligible for enrollment in Dual Enrollment. Further, IRSC or the Trustees may require additional information from a student and/or the DISTRICT to assist in making any such determination.

#### Course Lists and Credit :

1. Any college credit course comprising 3 credits or higher and/or any vocational clock hour course comprising 75 hours or higher that is listed in the State Common Course Numbering System (SCNS) for postsecondary credit can be considered for Dual Enrollment.
2. Students should not enroll in courses that are less than three (3) credit hours or not on the Approved Dual Enrollment list. Such courses are not a part of the Dual Enrollment Program. This does not apply to one (1) credit hour lab courses that are required co-requisites to a Dual Enrollment approved three (3) credit hour course. Students who need less than three (3) credit hours to graduate with an Associate's degree should consult with their advisor for options to complete. Recommendations outside of the Dual Enrollment program must be approved by a campus IRSC Dual Enrollment Official.
3. Courses that meet high school graduation requirements are listed in the DUAL ENROLLMENT COURSE EQUIVALENCY LIST.
4. All high schools shall accept these postsecondary courses toward meeting the requirements of Section 1003.43, F.S.
5. Physical Education, College Preparatory courses, and private music lessons are excluded from this Agreement. Any changes necessary during the academic year will be mutually agreed upon by the articulation representatives of Indian River State College and the Private School.



- b. Students must be in 11th or 12th grade.
- c. Students must demonstrate college readiness on Common Placement Exams or Alternative Placement Exams as provided under SBE Rule 6A-10.0315.
- d. Students must h





## Exceptions

1. In Private Schools where exceptions are allowed, a Private School Dual Enrollment Official must complete and submit the Dual Enrollment Exceptions Request form with supporting documentation for the request to an IRSC Dual Enrollment Official. The Dual Enrollment Exceptions Request must be approved by the IRSC Dual Enrollment Official for the student to be allowed to participate in dual enrollment.
2. Private Schools are not required to allow exceptions. Students should consult with their high school counselor for the Private School's policies for exceptions.
3. Exceptions to the GPA requirement may be considered upon written documentation and approval from a Private School Official and a college approved representative.
4. Decisions for GPA exceptions will be based on high school justification, the academic rigor of the course, placement scores, and another academic history.
5. Exceptions are not allowed for Special Programs.
6. An Associate degree or certification is not guaranteed in the Dual Enrollment program, but exceptions to the 60-credit maximum rule may be considered at the request of the Private School Official for students pursuing their Associate degree or certificate. Course(s) requested must be creditable toward high school completion and Associate degree or certificate.

## Summer Enrollment:

1. Students are recommended to enroll in a maximum of 12 credits over the Summer.
2. Students who were unsuccessful in a course in the Fall or Spring semester may retake the course during the Summer sessions at no cost, but must have approval from their high school counselor and they must meet with their IRSC advisor prior to taking the course.

## Student Support :

1. IRSC staff members and High school counselors and will work together to ensure that each student meets the academic eligibility requirements for Dual Enrollment courses.
2. High school guidance counselors are responsible for assisting the student to identify college courses that are

- e. Provide Dual Enrollment students with the use of all of IRSC's academic support resources. Students are encouraged to utilize services such as Career and Transfer Services, Academic Support Centers, and Libraries. Students may also access the IRSC website for detailed information on degrees, programs, and resources.

4. Indian River State College provides reasonable accommodations to students

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f Electronic notification of student withdrawals and drops from IRSC Dual Enrollment classes.

Grades

## Second and Third Course Attempts

1. Unsuccessful attempts and withdrawals
  - a. Students needing to attempt courses more than once will be required to

4. Each student shall assume responsibility for familiarity with College policies and agree to the highest moral and ethical standards of conduct including, but not limited to the following:
  - a. To uphold and abide by all College policies and procedures including those of the Campus Coalition Government;
  - b. To respect each student

- k. Acts of sexual assault/battery (rape) or other forms of sexual misconduct, including harassment, exploitation, intimidation, or coercion.
  - l. Any act which results in the student being suspended or expelled from the secondary school to which they are assigned by the School.
6. In addition to the TRUSTEE's and IRSC's Standards of Conduct, Students shall remain bound and subject to any DISTRICT or secondary school rules, regulations, and responsibilities while the student is enrolled in dual enrollment coursework.

Instructional Quality and Evaluation :

- 1. The Trustees shall accept the responsibility for all courses and certification of faculty as prescribed in SBE Rule 6A-14.064 Credit Dual Enrollment.
- 2. In all cases, faculty must meet IRSC faculty credentialing criteria. These IRSC criteria apply to all faculty teaching post-secondary courses regardless of the physical location of the course being taught.
  - a. IRSC at the request of the high school principal/designee will work together to identify teachers for Dual Enrollment courses.

11. All instructors teaching Dual Enrollment courses shall provide a copy of any modifications to a course syllabus to the appropriate IRSC Department Chair or Academic Dean prior to the start of each term.
12. All adjunct faculty teaching Dual Enrollment courses shall be provided with electronic access to the IRSC Adjunct Faculty Handbook and IRSC Student Handbook.

#### High School Site Course Offerings

1. Service region public schools may be approved to offer up to four (4) dual enrollment courses.

11. When a Dual Enrollment course is held on the high school campus and instruction is provided by Private school faculty, the Private School is responsible for the College's actual costs associated with offering the program. Indian River State College and the Private School agree to share in these other actual costs; therefore, no charges will be assessed. Online Dual Enrollment courses which are taught by Private school faculty app ~~is~~



13. Students and parents shall sign an acknowledgment of the following college course-level expectations:
  - a. Students must register for courses by the deadline established by the Private School. Registration deadlines established by the Private School, however, cannot exceed the last date of registration allowed by IRSC. Private Schools without established deadlines shall use IRSC's established deadlines.
  - b. College course materials and class discussions may reflect topics not typically included in secondary courses. College courses will not be modified to accommodate variations in student age and/or maturity. Parents should review the course syllabus before enrolling their student to determine if the content is age appropriate. All IRSC course syllabi may be accessed and reviewed at <https://irsc.simplesyllabus.com/en-US/syllabus-library>.
  - c. Courses will be selected to meet degree/certificate requirements in order to minimize student, Private School, college, and state costs fo

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This Agreement is subject to all pertinent state and federal laws and regulations of the Department of Education, State of Florida, Title VI and VII of the Civil Rights Act of 1964, and all regulations, rules, and guidelines promulgated thereunder. The parties expressly agree to maintain records in compliance with the Florida Public Records Act subject only to the privacy rights guaranteed by applicable state and federal laws and regulations.

This agreement may be signed in separate parts.

IN WITNESS WHEREOF, the parties have caused this instrument to be signed in their respective names by their proper official, under these official seals, the day and year written below:

THE DISTRICT BOARD OF TRUSTEES  
Indian River State College

HOBE SOUND CHRISTIAN ACADEMY

\_\_\_\_\_  
Anthony D. George Jr., Chair

\_\_\_\_\_  
Robert Booth, Principal

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Timothy Moore, Ph.D., President