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August 3, 2007

## MEMORANDUM

**TO:** District School Superintendents, District Guidance Supervisors, Community College Vice Presidents for Enrollment, and State University Admissions Directors

**FROM:** Cheri Pierson Yecke, Ph.D., Chancellor, Division of K12 Public Schools  
Judy Bilsky, Ed.D, Executive Vice Chancellor, Division of Community Colleges  
Lucy Hadi, Chancellor, Division of Workforce Education  
Heather Sherry, Ph.D., Director, Office of Articulation

**SUBJECT:** Approval of Dual Enrollment Courses to Satisfy Credit in a High School Major Area of Interest

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In support of the state's goal for seamless articulation and highest student achievement, this memo provides public schools with technical assistance for the approval of dual enrollment courses that satisfy credits required for a Major Area of Interest. Department staff is involved in a thorough review of the Major Areas of Interest that do not currently include dual enrollment courses and Major Areas of Interest that include unrelated dual enrollment courses. State approved Major Areas of Interest and associated courses are available online at the A++ website:

<http://www.fldoe.org/HSMajors/ListMajorsAndCourses.aspx>.

Successful completion of dual enrollment courses allows eligible high school students to simultaneously earn high school core or elective credit and postsecondary credit that are creditable toward a career and technical certificate, an associate degree, or a baccalaureate degree. Through effective dual enrollment partnerships, districts have the opportunity to enhance curricular options available to students, reduce class size, and strengthen relationships with the local community college, university, career technical center, and private postsecondary institutions. The educational community collectively benefits when collaborative efforts focus on high student achievement and "college readiness."

Hundreds of courses identified by the Statewide Course Numbering System (SCNS) are available through dual enrollment to count as high school core or elective credit, enhance students' high school experience, and facilitate acceleration toward a postsecondary certificate or degree. However, the addition of hundreds of SCNS courses that relate to the approved Major Areas of Interest would encumber the efficiency of the automated system and complicate the effective face-to-face advising from which students currently benefit when considering accelerated coursework.

In an effort to simplify the process and eliminate barriers to highest student achievement, high school administrators and guidance counselors may approve *appropriate* SCNS courses identified in the District Interinstitutional Articulation Agreement for dual enrollment to satisfy credit in a student's Major Area of Interest.

Guidance counselors and college advisors are encouraged to refer to the dual enrollment courses delineated within the district's Interinstitutional Articulation Agreement and the Articulation Coordinating Committee approved *Dual Enrollment Course - High School Subject Area Equivalency List*, available online at:

<http://facts23.facts.org/Advising%20Manuals/pdf/Dual%20Enrollment%20List%20for%20Mar%2007%20OSBE%20Approval.pdf>. This *List* identifies SCNS courses that count as 1.0 or .50 high school credit in "subject areas required for high school graduation." Postsecondary courses such as Psychology, Computer Science, or General Accounting are not contained within the *List*, because they represent courses that count as .50 high school "elective" credit. Similarly, technical credit dual enrollment programs and courses that count as high school elective credit are not on the *List* (i.e., New Media Technology or Emergency Management *EMT*). The Bright Futures Comprehensive Course Table (CCT), <http://nwrdc.fsu.edu/fnbpcm02>, identifies Career and Technical Education (CTE) dual enrollment courses that satisfy requirements for the Florida Gold Seal Vocational Scholars award. To ensure student eligibility for state scholarships, high school administrators and guidance counselors are strongly encouraged to advise students of the secondary and postsecondary courses listed in the CCT for Academic, Medallion, and Gold Seal Vocational Scholars awards. Please note that the CCT has recently been updated.

Department efforts to improve course option availability in the Major Areas of Interest will focus on the following modifications:

- Addition of all secondary CTE programs identified on the CCT that meet the Bright Futures Gold Seal Vocational Scholarship for approved Major Areas of Interest;
- Identification of courses in approved Major Areas of Interest that satisfy course requirements for the Bright Futures Gold Seal Vocational Scholarship;
- Approval for dual enrollment courses to satisfy credits in a Major Area of Interest topic; and
- Recognition by high school transcript database of SCNS course numbers for credit in a student's Major Area of Interest.

Schools may not prohibit eligible students from participation in appropriate dual enrollment courses for credit in a Major Area of Interest. Counselors and advisors are encouraged to continue assisting students with dual enrollment course selection. In addition, it is important to advise students of dual enrollment course options that relate to a student's Major Area of Interest. Key advising underscores the importance of identifying dual enrollment courses that satisfy both high school graduation requirements and advance students' acceleration toward a postsecondary degree or certificate, minimizing the accumulation of excess hours.

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As districts and postsecondary institutions develop their Interinstitutional Articulation Agreements, it is a good idea to consider available dual enrollment course options to enhance Major Areas of Interest offered at each local high school. For example, Indian River Community College has collaborated with local public school districts to identify and recommend available dual enrollment courses that relate to the Major Areas of Interest offered in the high schools of Indian River, St. Lucie, Martin, and Okeechobee public school districts. These partnerships exemplify the Department of Education's goal to provide seamless articulation and maximum access.

The following statutory provisions provide guidance.

**Section 1003.428, F.S.** *The revised requirements for high school graduation, effective for the 2007-2008 incoming ninth grade cohort and thereafter, include the successful completion of four credits in a major area of interest, such as sequential courses in a career and technical program, fine and performing arts, or academic content area, selected by the student as part of the education plan.*

**Section 1007.235(1), F.S.** *District school superintendents, community college presidents, and universities jointly develop a comprehensive interinstitutional articulation agreement for the implementation of articulated acceleration for students enrolled in their respective school districts and service areas.*

\*Course accessibility may differ according to the programs and degrees available at each institution.

**Section 1007.271(3), F.S.** *District school boards may not refuse to enter into an agreement with a local community college if the college has the capacity to offer dual enrollment courses.*

For additional information on district dual enrollment policies and course options, please contact:

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For additional information and assistance with Major Areas of Interest, please contact:

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HRS/pka