

# FLORIDA DEPARTMENT OF EDUCATION



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August 20, 2004

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Commissioner of Education



## **MEMORANDUM**

**TO:** District School Superintendents  
Community College Presidents

**FROM:** Sharon Koon

**SUBJECT:** Recommendations for Dual Enrollment Course Equivalency List

This August, students have access to sixty-six additional dual enrollment courses on the statewide course equivalency list. These new additions are the result of a new process started last December where school districts and community colleges were asked to submit recommendations for course additions. Faculty committees reviewed the recommendations, and this past spring sixty-six additional course equivalencies were approved by the Articulation Coordinating Committee and the State Board of Education.

This new process for submitting recommendations, reviewing them, and obtaining final approval was well-received by both secondary and postsecondary institutions. However, a planned improvement to the process will be to move the timetable forward. This will allow for the final approval from the State Board of Education to occur in December (rather than in the spring) and provide a more timely notification to high school students planning to register in March or April for the coming school year.

To meet this new timeline, we are asking for school districts and community colleges to submit their recommendations by September 17, 2004. Submissions received after the September 17 deadline will be held over for review in the next cycle.

Submissions may be made using the attached form and should be e-mailed directly to Laura Hébert at [Laura.Hebert@fldoe.org](mailto:Laura.Hebert@fldoe.org) or faxed to 850-245-9542. Please feel free to contact Dr. Hébert at 850-245-9558 with questions or concerns.

Thank you for your participation in this process!

SK:LH:da

Attachment

cc: Assistant Superintendents for Instruction  
Student Services Directors  
Guidance Supervisors  
High School Principals

**SHARON KOON**  
*Assistant Director*  
*Accountability, Research and Measurement*

