DUAL ENROLLMENT AGREEMENT

Indian River State College
And
The Lindsay School of the Arts Inc.

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 The Lindsay School of the Arts Inc ., 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 continue

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 9th-12th 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

6. Approval of courses for Dual Enrollment does not guarantee applicability toward satisfaction of eligibility requirements for Florida Bright Futures scholarships. Students are responsible for checking with the Office of Student Financial Assistance for eligibility requirements.

Notice to Participate:

IRSC will notify students, parents, and school counselors of the opportunities to participate in DE by:

1. Providing information sessions each academic year.
2. Visiting each high school to provide information and support to high school counselors.
3. Coordinating efforts to answer questions, provide materials, and direct inquiries from students and parents interested in dual enrollment.
4. Sending students and/or parents a letter informing them of the options to participate in Dual Enrollment.
5. Hosting a middle and high school guidance counselor annual event to update and inform area counselors of Dual Enrollment opportunities for students as well as other opportunities at IRSC.
6. Working collaboratively with high school contacts to host Dual Enrollment information sessions on the high school campuses after school hours.

The school will notify students, parents, and school counselors of the opportunities to participate in DE by:

1. Holding annual Dual Enrollment sessions to learn about eligibility and access opportunities.
2. Providing eligible students, the options to participate in Dual Enrollment.
3. Having a dedicated Dual Enrollment page on the Private School website.
4. Advertising IRSC Dual Enrollment Information Sessions to students and parents.
5. Allowing on-campus Dual Enrollment application help sessions with students.

Special Programs

1. Early College Program: The Early College Program will serve 11th and 12th grade students. Students participating in the Early [illegible]

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 have a minimum of a 3.0 unweighted GPA.
e. Students must be on track to graduate from high school.
f. Students must successfully complete a minimum of 30 credit hours each academic year.
g. Students must enroll in a minimum of 12 college credit hours per semester.
h. Students who fall below the full-time status are no longer part of the Early
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Course Number	Course Title	College Credits
SLS1101	Student Success	3
SLS1261	Essentials to Contemporary Leadership	3
GEB1011	Introduction to Business	3
MAN2021	Principles of Management	3
DIG1115	Digital Imaging Fundamentals with Photoshop	3
DIG2030	Digital Video Fundamentals	3
GRA2160	Digital Animation I	3
HUM1020	Intro to Humanities	3
BSC1005	Life Science	3
SLS1261	Essentials to Contemporary Leadership	3

3. Employment Ready Dual Enrollment - The Employment Ready Dual Enrollment Program is for high school students who would like to develop technical skills with an emphasis on 21st Century employment opportunities. Students may pursue approved Associate in Science (AS) degrees. Employment Ready Dual Enrollment processes are the same as those for Dual Enrollment with the following eligibility requirements.

   Student Eligibility and Access:
   a. Students must be in 10th, 11th or 12th grade.
   b. Students must demonstrate college readiness via a common or alternative placement exam to participate in college related courses.
   c. Students may participate with a minimum of a 2.5 unweighted GPA and has demonstrated college readiness on a Common or Alternative Placement Exam.
   d. Students must be on track to graduate froie readichool.
   e. Students may enroll in a maximum6 (i)6of 6 college credit hours per semester.

New Students:

1. New (first-time) Assoc (e r)ate in Arts degseeking students are required to co.1 (pl)5.9 (et)11.9 (e during their first semester. One of the twourses must b
4. Newtudents are recommended to co (pl)6 (et)12 (e t Orientation (NSO), wch incl information on college resources, expectations, and other essential items success.

Excepti ons

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.

Stude nt 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 also meet high school graduation requirements; see Dual Enrollment Course Offerings on the IRSC Dual Enrollment Page at the college website: https://www.irsc.edu/programs/dual-enrollment-for-high-school-students.html
3. IRSC Student Success and Advising staff will:
    a. Ensure dual enrollment students are properly identified as such in the IRSC registration system.
    b. Ensure that an individualized student Guided Pathway/Academic plan is developed and implemented for each Dual Enrollment student.
    c. Provide ongoing advisement to students regarding their progression in College courses and programs.
    d. Provide the Private School with the student's grades at the end of the term electronically through the DEAN system.

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

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

Grades

1. A Letter grade of a “D” may not always count as successful completion pursuant to state rule SBE Rule 6A-10.030 F.A.C.
2. All grades are calculated into students’ GPA and will appear on his/her college transcript.
3. All grades, including “W” for withdrawal, become part of the student’s permanent college transcript and may affect subsequent postsecondary admission and financial aid eligibility.
4. A letter grade of “I” for which coursework is noty the end of the following semester will be convert(y).004 eo an “F” or a “U” (Unsatisfactory), depending upon the grading b.004ethod of the class. Courses evaluated for U graded credit will notert to any other type of grade.
    a. If a student receives an “I”, it is the sole responsibility of the student satisfy the requireb.004ents for the course and notify the school when the final grade change posts.
    b. An “I” b.004ust be reconciTc 0.byfore future Dual Enrollment eligibility is determined.
    c. If the result of the “I” in 6.17 b.3 (pl)16 (ac)2 (au)9.9 (i)6.1 (s)3.9 (“)7 (U)6 (”)7 (U)6 (ns)4 (a

Advancby International Certificate of Eyucation courses when grade point averages are calculated. Alternative grade calculation, weighting systems that discriminate against Dual Enrollment courses are prohibited.”

6. Accorying to Section 1007.271 (21), F.S., st uyents who a re eligible for Dual Enrollment shall be permitte d to enroll in Dual Enrollment courses conducted during school hours,af ter school hours, and during the summer.
7. Students who comp lete a three (3), f our (4 or five (5 credit Dual Enrollment course at IRSC with a passing grade will earn at least one-half (1/2 redit in the designated subject towa rds the high school dipl oma unle ss credit is otherwise assignedby the Dual Enrollment Equivalency List.

b. To respect each student's right to learn in all educational environments;
c. To participate and contribute to class discussions and activities to the best of his or her ability;
d. To make responsible use of all College facilities and equipment including electronic communications with faculty, staff, and other students;
e. To demonstrate respect towards other students, faculty, staff, administrators, and other persons emplst)Tj 0 Tc04 (l)124 (f)-2]TJd (e8c 0.006 Twc)]TJ 0 Tc 0 Tw 2.51

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 Quali ty 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.
    b. The adjunct faculty certification process must be completed by August 1st to be eligible to teach for the Fall Semester and by November 1st to be eligible for the Spring Semester.
    c. Each prospective teacher must complete the steps of the adjunct faculty certification process. High School /Lbl- 1s2 (t)2 (i) (ug)10 (us)(et)2 (e t)12 (h)10 (e

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 at high school sites within an academic year. Each approved course will be assigned to the high school location for a period of 4 years from the date that the course was originally approved.
2. To request a course to be offered on an approved site, a School Designee must T

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 for excess hours.
d. Dual Enrollment students are expected to contact their instructor if they are having challenges in a specific course. As such, the student, and not a parent or guardian, should address concerns, complaints, and challenges.
e. Dual Enrollment Students must maintain their ongoing eligibility requirements, which include those requirements stated hereinabove in paragraph Eligibility and Access, subparagraphs 1, 2, 3, 9, 13, and 16.
f.

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

Anthony D. George Jr., Chair

Date: _____

Attest: _____
Timothy Moore, Ph.D., President

THE LINDSAY SCHOOL OF THE ARTS, INC.

Cindy Bridges, Director

Date: _____

Attest: _____
Dorrian Bridges, Director