

Dual Enrollment

Haines City High School
Guidance Department

What is Dual Enrollment?

- ▶ Dual Enrollment is an opportunity for eligible high school students to take college courses while still in high school.
- ▶ Dual Enrollment credits count for both high school and college.
- ▶ All approved Dual Enrollment courses count in the high school AND college GPA!

Dual Enrollment Courses

Students who have earned a minimum of:

- ▶ 6 core high school credits may take *1 college course per college term*
- ▶ 8 core high school credits may take *2 college courses per college term*
- ▶ 10 core high school credits may take *3 college courses per college term*
- ▶ Students may not participate in dual enrollment for more than **3 academic years**
- ▶ College terms are Fall, Spring and Summer
- ▶ College courses are minimum 3 credits hours each
- ▶ Only Seniors who meet eligibly for Full Time Early Admissions at PSC may take **12-15** college credit hours at PSC

Dual Enrollment Perks!

- ▶ Acceleration of educational goals
- ▶ Tuition paid by the PCPS
- ▶ Textbooks provided by the PCPS
- ▶ Most courses are available on the PSC campus
- ▶ Some courses are offered on the HCHS campus
- ▶ Courses count for both HS and college credit
- ▶ Courses are weighted 1 additional point in the high school GPA (ex: an A is equal to 5 points)
- ▶ Travel period scheduled if necessary for off campus classes

Dual Enrollment Pitfalls!

- ▶ Transportation to off campus classes is the student's responsibility
- ▶ Only students have access to their attendance and grades due to FERPA (Family Education Rights and Privacy Act) legislation
 - ▶ Neither Parents nor HCHS Counselors are able to help monitor student's DE grades in courses at PSC , SEU and or HCHS
- ▶ Students who withdraw from a dual enrollment course
 - ▶ Will receive a grade of "W" on their high school and college transcript if paperwork is completed by college "Drop/Add" date
 - ▶ Will be scheduled into an available HCHS course
 - ▶ Only the student can withdraw from a college class
 - ▶ Failure to return textbook will result in being on the Obligation List ☹️

Eligibility Criteria

To take Polk State College Courses:

- *Must have a high school un-weighted **3.0** GPA or higher
- *Must meet the minimum scores on a state-approved placement test: **PERT, ACT or SAT**
 - ▶ For English, Social Studies, Science, and other academic courses, **passing scores** in Reading and English/Writing are required
 - ▶ For Math and Science courses, a **passing score** in Math is required
 - ▶ To take more than 12 college credit hours, students must meet eligibility criteria of each testing section (Reading, English/Writing, Math)
- ***Maintain a minimum 2.00 GPA in college courses**

Eligibility Criteria

FOR PSC Full-time Early Admission:

- ▶ Take all courses at Polk State College
- ▶ Must be a senior
- ▶ Must have a high school un-weighted **3.2** GPA
- ▶ Must meet the minimum scores on all 3 sections (Reading, English, Math) of a state-approved placement test: **PERT, ACT or SAT**
- ▶ Must have successfully completed **Algebra 2**

Testing for Enrollment Dual

- ▶ **PERT, SAT or ACT** can be used to meet the placement test requirements
- ▶ Scores are required in Reading, English and Math/Test scores must be **less than 2 years old**
- ▶ ACT or SAT **official score reports must be sent to Polk State College from ACT/SAT-PSC's code** for ACT is **0757** and SAT is **5548**
- ▶ Students need to apply to PSC as Dual Enrollment Student to obtain a PSC Student ID number
- ▶ Once you have that ID number contact your HCHS Counselor, for help with PERT testing.

Testing for Dual Enrollment

- ▶ Students need to apply to PSC as Dual Enrollment, and obtain a PSC Student ID number. Once you have that ID # contact your HCHS Counselor, for help with PERT testing.
- ▶ [Due to Covid19 PERT TESTING will be conducted at home, this is just for Fall 2020.](#)
- ▶ Students will need:
 - ▶ Desk top/Lap top
 - ▶ Goggle Chrome
 - ▶ Web Cam
- ▶ Testing will Begin MAY 7th -15th

College Ready Test Scores:

Minimum placement scores required for eligibility:

Reading:

PERT Reading: 106 or SAT 24 or

English/Reading:

PERT Writing: 103 or SAT 25 or

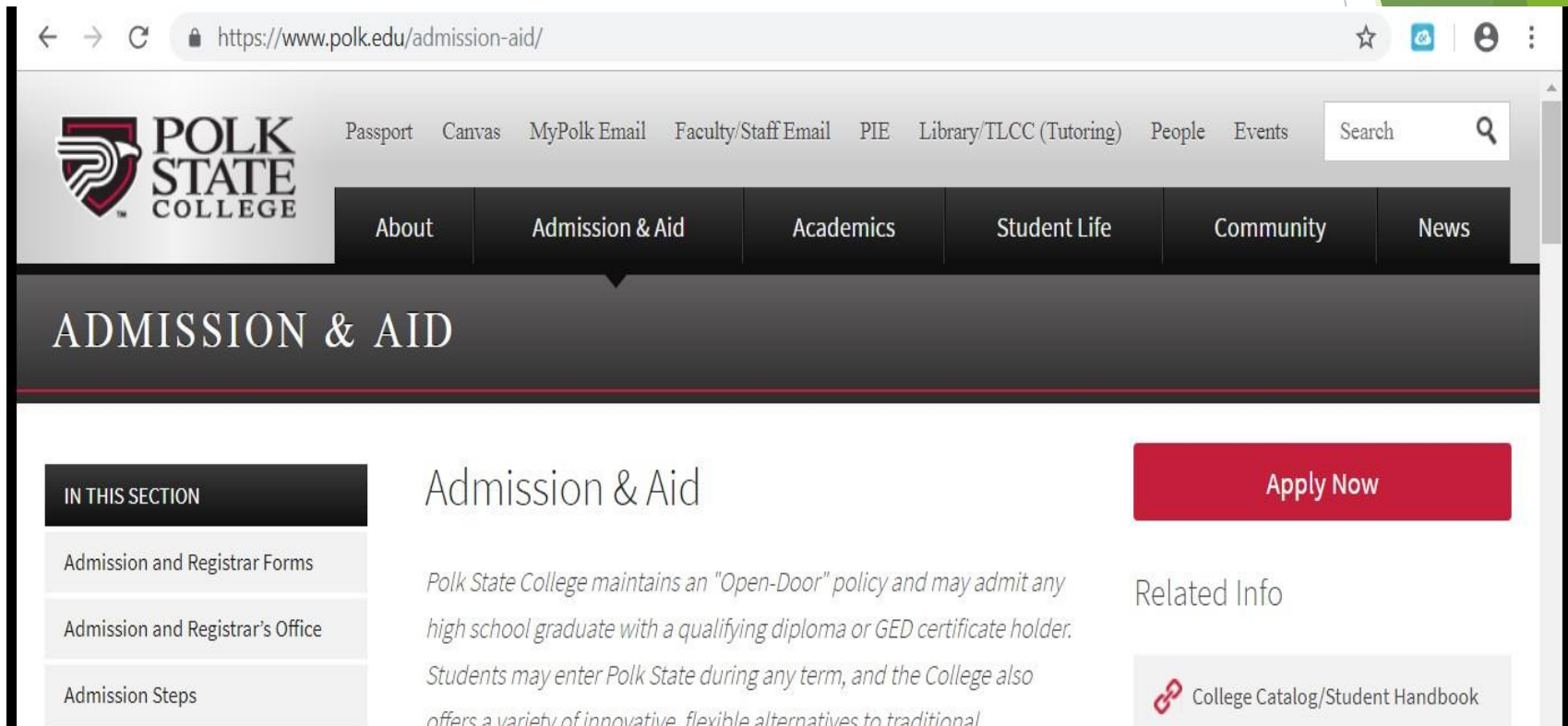
Math:

PERT Math: 114 or SAT 24 or

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Steps To Dual Enroll with Polk State

1. **Apply** - Student *applies* online at www.polk.edu - check you email because **PSC will send you an email with your ID #**



The screenshot shows the Polk State College website at the URL <https://www.polk.edu/admission-aid/>. The page features the Polk State College logo on the left and a navigation menu with links for Passport, Canvas, MyPolk Email, Faculty/Staff Email, PIE, Library/TLCC (Tutoring), People, and Events. A search bar is located in the top right corner. Below the navigation menu, the main heading is "ADMISSION & AID". On the left side, there is a sidebar titled "IN THIS SECTION" with links for "Admission and Registrar Forms", "Admission and Registrar's Office", and "Admission Steps". The main content area is titled "Admission & Aid" and contains the text: "Polk State College maintains an 'Open-Door' policy and may admit any high school graduate with a qualifying diploma or GED certificate holder. Students may enter Polk State during any term, and the College also offers a variety of innovative, flexible alternatives to traditional". A prominent red button labeled "Apply Now" is positioned to the right of the text. Below the main content, there is a section titled "Related Info" with a link to the "College Catalog/Student Handbook".

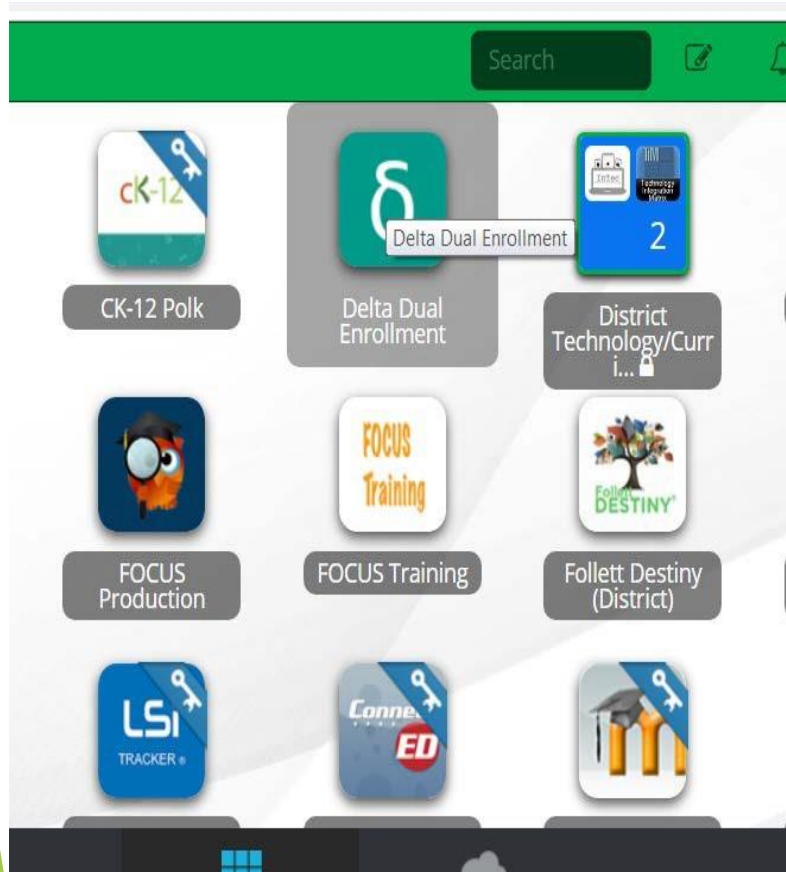
How To Dual Enroll with Polk State

1. **Apply** - Student *applies* online at www.polk.edu - check your email because **PSC will send you an email with your ID #**
2. **Test** - Contact your HCHS counselor for help with PERT testing **
If using ACT or SAT Student must have ACT/SAT scores sent directly to PSC***
3. **Advisement** - Student need to forward their test scores to their HCHS counselor to be advised of course options.
4. **Student Course request** - Student must log into the DELTA system using their PSCB Student Portal name and ID. Counselor approves dual enrollment, then student adds courses.
5. **Parent approval** - Parent must log into the DELTA system using their Parent Portal login.

How to complete Step 4

<https://delta.polk-fl.net>

Student access Delta through Classlink or direct to Delta



How to complete Step 4 Cont'd

- ▶ **Student** logs in using the student portal username and password
 - Click the “*Contact Info*” button and provide a phone number and/or email address.
 - Click the “*Course Requests*” button.
 - Click the “*Add New College*” button,
 - Select “*Polk State College*” for the College Name,
 - Select “*Fall 2020 =2021 term1* ” for the Term,
 - Select the Guidance Counselor,
 - Click the “*Add Now*” button.
- ▶ **Student** agrees to general terms of District Dual Enrollment and Polk State by reading and checking the **2 boxes** and clicking the “*Submit Approval*” button.

.....Step 5 on DELTA

- **Parent** logs in and agrees to general terms by reading and checking the **2 boxes** and clicking the “*Submit Approval*” button
- *The Parent logs in to DELTA with username and password from the Parent Portal.*
- *Parents should contact the school for a Parent Portal username and password if needed.*
- *Counselors are unable to submit final approval on courses until the parent and student portions of Delta are complete*

Orientation - *Student must complete PSC's mandatory student orientation.*

This can be completed online (print out copy of certificate for your records).

How To Dual Enroll Continued

6. **Registration** - Due to Covid19 Students will need to provide counselor with the following information (this is just for Fall 2020).
 - **Student name**
 - **PSC ID Number**
 - **Name of course** ,
 - reference number
 - the session
 - the dates are from / to // online class, or days class is held
 - instructor
 - Your HCHS counselor can help you with this.
 - For courses taken on the HCHS campus: _____ PSC advisers will come to HCHS for a registration event (date/time TBA)
7. **Text Books** - Students brings 2 copies of their PSC schedule to HCHS and give to their counselor

Looking for classes at Polk State.....

https://passport.polk.edu/Genes

Polk County Public Schools | Polk State College Student ...

File Edit View Favorites Tools Help

Convert Sele

PASSPORT

**Public Access
(No Password Required)**

- Student Help Using Passport
- Faculty Help Using Passport
- Corporate and Community Programs
- Academic Calendar
- Apply to Polk State College
- Mobile Web Site
- Polk State College Home Page
- Polk State College Student Email
- Search for Open Courses
- GPA Calculator
- Admission
- Course Descriptions
- Basic Course Information (BCI)
- Course Schedules
- College Catalog
- FloridaShines
- Financial Aid
- Apply for a Job

**Student Access
(Password Required)**

Student ID:

Password:

Logon Help

**Staff/Faculty/HS Counselor Access
(Password Required)**

Logon ID: Log on with your network ID.

Password:

Logon Help

Disclaimer | Privacy | Contact

Looking for classes at Polk State.....

The screenshot shows a web browser window with the URL <https://passport.polk.edu/Genes>. The page features a header with the 'PASSPORT' logo and a 'Home' button. Below the header is a 'Shopping Cart' section showing 'Total Classes in Cart: 0'. The main content area is titled 'Class Schedule - Search by Term' and includes a search form with the following fields and options:

- Search Help:** Enter/select values in any/all of the following fields. Selecting values for "Days", "Start Time", "End Time", "Course Title" and "Instructor" will result in longer search time. You can select multiple values for the field "Subject Area", by holding down the control (Ctrl) key and selecting the required values. [Click here to view complete course descriptions, prerequisites, and more in the Catalog.](#) A link in the course will bring you back to this Search screen.
- Search Form:**
 - Search Now:** for selected course/classes.
 - Reset Form:** to original settings.
 - Term:** Summer 2019 : 05/07/19 to 08/06/19
 - Class Status:** Open/Available
 - Session:** All Sessions
 - Credit Type:** All Credit Types
 - Campus:** Any (or choose from drop-down list)
 - Course Title/ Key Words:** [Empty text box]
 - Course ID/Number:** [Empty text box]
 - Instructor Names:** [Empty text box]
 - Start Times:** Any Time
 - End Times:** Any Time
 - Days:** Monday
 - AA Electives:** Any Courses

A green arrow points to the 'Course ID/Number' input field.

DE courses at HCHS....

The following dual enrollment courses are scheduled to be offered at HCHS during the 2020-2021 school year through Polk State College :

Freshman Comp I and II (College English I and II)

The following dual enrollment courses are scheduled to be offered at HCHS during the 2020-2021 school year through SOUTHEASTERN UNIVERSITY :

College Success*

Career Planning*

Criminal Law

Personal Finance

Foundation of Business

Ethical Business Practice

* Courses are for students who have never had a DE or AP course.

SOUTHEASTERN UNIVERSITY Courses On HCHS Campus

Registration for SEU classes on HCHS campus takes place in that class. You are required to attend the class the first week of school to ensure you are scheduled .

SEU college courses will also appear on your High School Transcript and count toward your High School and College GPA

We highly encourage you to have college ready scores: SAT -ACT or PERT(if you don't have SAT or ACT scores)

Email your counselor to request remote PERT testing. Then, forward your results to your counselor

Next Steps for PSC DE

- ▶ Today: Apply online at www.polk.edu
- ▶ Now: Prepare for PERT with the available study guide
 - ▶ Forward a copy of your PERT results for your HCHS Counselor
- ▶ Complete the Polk State new student orientation at <https://www.polk.edu/admission-aid/student-orientation/>
- ▶ For classes at PSC in the Fall 2020-21 registration begins **June 1th**
 - ▶ Application, PERT scores and orientation must be completed prior to discussion with your counselor.
- ▶ For classes at HCHS in the Fall of 2020-2021
 - ▶ students need to have the application, PERT scores and orientation completed prior to school starting on **August 10th**.

Dual Enrollment Perk or Pitfall ????

Dual Enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

Resources!

▶ <http://www.polk.edu/admission-aid/>

▶ <http://www.polk.edu/admissions-aid/dual-enrollment-early-admission/>

▶ <http://www.hainescityhighschool.com>