

CCISD DUAL CREDIT GUIDELINES

CCISD, in conjunction with College of the Mainland (COM) and San Jacinto College, offers some Dual Credit course selections during the school day. Juniors and seniors are eligible to participate in this program. Some courses are held on a CCISD facility, while others may meet at the college or the college annex. Transportation may be available for classes held off campus. College of the Mainland and San Jacinto College have different guidelines and criteria for admission. Admission is contingent upon the student meeting these requirements.

CCISD has determined the courses for which Dual Credit is awarded. These courses provide advanced academic instruction beyond or in greater depth than the Texas Essential Knowledge and Skills (TEKS). In order to receive the high school credit portion of Dual Credit, the course grade must be at least a 70 on the college grading scale. Although a grade of 60 is considered “passing” on the college level, high school Dual Credit is not awarded. If a student earns a college grade of 69 or below, he/she must recover the high school credit if the course or credit is required for high school graduation.

The Dual Credit course, numeric grade, and high school credit earned are posted on the high school transcript. With the exception of courses taken through Clear Horizons Early College High School, courses taken by Dual Credit do not earn grade points and are not considered in the grade point average at the high school per Policy EIC (Local). The course does have a letter grade and grade point posted on the **college** transcript. See EIC (Regulation).

Dual Credit courses taken as a graduation requirement will not count toward academic UIL “No Pass/No Play”. Students must also take any corresponding STAAR EOCs and meet State assessment graduation requirements upon completion of the corresponding course.

As with all Dual Credit offerings, students must complete the **CCISD Dual Credit/Concurrent Enrollment Endorsement** form and obtain approval prior to registering for the college courses. Students must be in good standing at the high school in order to be approved for Dual Credit courses. The student is responsible for costs associated with taking college courses, including the purchase of the college-level text, ancillary materials, and parking (if applicable). Students enrolled in Dual Credit courses are eligible for student services, including tutoring and library access, on the respective college campus.

Juniors and seniors participating in Dual Credit during the school day will have college-level classes at either the beginning or the end of the school day for a maximum of two (2) periods. College-level classes meet either on Monday and Wednesday or on Tuesday and Thursday. Juniors and seniors in Dual Credit do not attend any college classes on Friday. Since college classes meet twice weekly, students taking Dual Credit will be placed in two (2) periods, (college class will show on student schedule). Juniors must enroll in six (6) hours of college credit (2 classes per semester) and seniors are encouraged to enroll in six (6) hours of college credit (however, seniors may enroll in three (3) hours or six (6) hours). Even if a senior chooses to take only three (3) college hours it will still be necessary to block out two (2) periods in order to be available for the college class schedule. Juniors and seniors may enroll in online dual credit courses and will block out one (1) period for each online course for a maximum of two (2) courses either at the beginning or the at the end of the traditional school day schedule. Permission for additional Release Time for seniors will follow CCISD Policy FEF (Regulation & Exhibit). Juniors and seniors, not enrolled in an early college high school program, who wish to take additional dual credit courses beyond the six (6) hours (face-to-face or online) will be enrolled outside of the traditional school day schedule and must have a full seven (7) period schedule. Freshmen and sophomores not enrolled in an early college high school program may enroll in dual credit courses outside of the traditional school day schedule.

Prior to withdrawing from a college course, it is the **student’s responsibility** to first discuss this matter with his/her high school counselor to determine if space is available in the comparable high school course. Should the student withdraw from a one-semester college level course (i.e. Government) that is a requirement for graduation, the campus will accept the withdrawal grade and place the student in the comparable high school course.

Because Dual Credit courses are college level and are taught by college-employed instructors, any disputes regarding grades, course content, schedules, calendar, attendance or other issues are to be addressed to the respective college. Students with disabilities will need to visit with the Special Populations Department at the college for needed accommodations.

Bacterial Meningitis Vaccination Requirement: The 82nd Texas Legislature requires that all incoming Texas college students must receive a vaccination or booster against bacterial meningitis.

I have read the guidelines for Dual Credit courses. My signature indicates that I agree with and will abide by the stated guidelines.

Printed Student Name

Printed Parent Name

Student Signature

Parent Signature

Date

Parent Phone #