

Davis School District Policy and Procedures

Subject: 4I-101 Concurrent Enrollment and Early College Admission

Index: Instructional Programs – *Special Programs*

Revised: July 16, 2019

1. PURPOSE AND PHILOSOPHY

It is the Board of Education of the Davis School District (Board) desire to provide a challenging productive secondary school experience for all students. For some students this may include courses offered at a college-level. The Board provides such educational opportunities to students through concurrent enrollment and early college admission. The purpose of this policy is to outline these curriculum options and specify the standards and procedures for these options.

2. CONCURRENT ENROLLMENT

2.1. Concurrent Enrollment exists when:

- 2.1.1. an eligible student enrolls in one or more Utah System of Higher Education (USHE) institution course(s);
- 2.1.2. under a contractual arrangement between the Davis School District (District) and a USHE institution;
- 2.1.3. the student continues to be enrolled in a District school, counted in average daily membership, and receive credit toward high school graduation;
- 2.1.4. the student also receives college credit for courses; and
- 2.1.5. the courses are taught on the high school campus by adjunct faculty.

2.2. Concurrent Enrollment Student Eligibility Requirements

Students desiring to participate in concurrent enrollment courses become eligible by meeting the following requirements:

- 2.2.1. Demonstrate readiness for college level work. Students may demonstrate readiness through, but not limited to, the following:
 - [a] a grade point average and A.C.T. composite score which predict success (generally considered to be a B average and score of 22 or higher) as determined jointly by the District Teaching and Learning Department and the USHE institution; or
 - [b] an interest in career and technology Concurrent Enrollment and enrolled according to eligibility requirements determined jointly by the District Teaching and Learning Department and the USHE institution.
- 2.2.2. Take an appropriate assessment prior to participation in all concurrent mathematics and English courses.
- 2.2.3. Meet prerequisites previously established for the same campus-based course by the sponsoring USHE institution.
- 2.2.4. Have a current Plan for College and Career Readiness on file at the school which identifies areas of course application toward high school graduation.
- 2.2.5. Schools may not use citizenship as a criterion for admitting a student in Concurrent Enrollment courses.
- 2.2.6. Schools and USHE institutions shall jointly coordinate advice and information provided to a prospective or current student who participates in the concurrent enrollment program, as described in Utah Code Ann. §53E-10-302.

2.3. Courses and Student Participation

- 2.3.1. USHE institutions have the responsibility to determine the USHE institution credit for concurrent enrollment, consistent with USHE policies.
- 2.3.2. Concurrent enrollment shall be limited to English, mathematics, fine arts,

humanities, science, social science, world languages, and career technical programs to allow a focus of energy and resources on quality instruction in these courses.

[a] However, there may be a greater variety of courses in the career technical education area.

[b] Concurrent enrollment courses should assist students toward post-secondary degrees.

2.3.3. A concurrent enrollment course shall be a course at the 1000 or 2000 level in postsecondary education, except for a 3000-level accelerated foreign language course unless a student's Plan for College and Career Readiness identifies a student's readiness and preparation for a higher level course.

[a] This exemption must be individually approved by the student's counselor.

[b] The student's counselor must then submit a request and receive approval through the District's Concurrent Enrollment Specialist in the Teaching and Learning Department.

2.3.4. Concurrent enrollment funding shall not fund unilateral parent/student initiated college attendance or course-taking.

2.3.5. Students may earn up to thirty (30) semester hours of college credits per school year through concurrent enrollment.

2.3.6. Concurrent enrollment is intended primarily for students in their last two years of high school. Participation by a student before his/her junior year may be approved consistent with the student's Plan for College and Career Readiness.

2.3.7. Students who have received a high school diploma, whose class has graduated, or who have participated in graduation exercises are not eligible for concurrent enrollment classes.

2.4. Student Tuition and Fees

2.4.1. A participating student may be charged a one-time per student per institution admissions fee required for full-time or part-time students in concurrent enrollment courses. No additional application fee may be charged.

2.4.2. A participating student may be charged partial tuition up to \$30 per credit hour for each concurrent enrollment course for which the student receives college credit pursuant to Utah Code Ann. §53E-10-305. Any such tuition shall be paid to the USHE institution and is not subject to fee waiver.

2.4.3. Concurrent enrollment program costs attributable only to USHE credit or enrollment are not fees and as such are not subject to fee waiver.

2.4.4. All non-USHE related student costs or fees related to concurrent enrollment classes, which may include consumables, lab fees, copying, and material costs, as well as textbooks required for the course, are subject to fee waiver.

2.4.5. Students shall be charged high school registration fees in accordance with District policy 6F-101 *School Fees, Fee Waivers and Provisions in Lieu of Fee Waivers*.

2.5. Credit

2.5.1. Concurrent enrollment course credit shall count toward high school graduation requirements as well as for college credit; college credit shall be determined by the USHE institution consistent with Utah Administrative Code R277-701.

2.5.2. Three (3) semester higher education hours equal one (1) unit of high school credit.

2.5.3. College level courses taught in the high school carry the same credit hour value as when taught on a college or university campus and apply toward college/university graduation on the same basis as courses taught at the USHE

institution to which the credits are submitted.

- 2.5.4. Credit earned through the concurrent enrollment program shall be transferable from one USHE institution to another.

- 2.6. Concurrent Enrollment Program Contracts

The superintendent, or his/her designee, will negotiate annual contracts with USHE institutions participating in the Concurrent Enrollment Program for administrative and instructional support of concurrent enrollment courses pursuant to Utah Administrative Code R277-701-12.

- 2.7. Parental Permission

Parental permission must be obtained by the USHE institution enrolling a student in a concurrent enrollment class. The permission must be signed by the parent as part of the admission process to include; notification that participation in concurrent enrollment courses begins a student's college experience and a permanent college transcript; the purposes(s) of concurrent enrollment; and student and family privacy protections under the Family and Educational Rights and Privacy Acts (FERPA).

- 2.8. Funding

Funding shall be allocated by the Utah State Board of Education and used in compliance with Utah Code Ann. §53F-2-409 and Utah Administrative Rule R277-701-57.

- 3. EARLY COLLEGE ADMISSION**

- 3.1. Early College Admission exists when:

- 3.1.1. a student elects on his or her own initiative to enroll in a USHE institution to pursue course work;
- 3.1.2. a student is registered at the high school and either attends classes at the high school for a portion of the day, or attends no classes at the high school but still wishes to graduate with his or her class;
- 3.1.3. high school credit may be awarded for credit earned at a USHE institution in accordance with section 3.3.2 of this policy;
- 3.1.4. courses are taught on the USHE institution's campus; and
- 3.1.5. expenses and arrangements associated with college enrollment and credit are the sole responsibility of the student.

- 3.2. Early College Admission Student Eligibility Requirements

- 3.2.1. Students must meet all admission standards of the USHE institution they wish to attend.
- 3.2.2. Students must have a current Plan for College and Career Readiness on file at the school which identifies areas of course application toward high school graduation.

- 3.3. Early College Admission Credit

- 3.3.1. Participation in early college admission begins a student's college experience and a permanent college transcript. Course registration and the awarding of college credit through early college admission are the province of colleges and universities governed by USHE policies.

- 3.3.2. Early college admission credits may be counted for completion of high school graduation requirements if:
- [a] the school approves the post-secondary program;
 - [b] the student provides the school with progress reports and membership and attendance reports; and
 - [c] the student is enrolled in the high school.

3.4. Student Tuition and Fees

- 3.4.1. Students shall bear the cost of any expenses and arrangements associated with college credit and enrollment.
- 3.4.2. Students shall be charged high school registration fees in accordance with District policy 6F-101 *School Fees, Fee Waivers and Provisions in Lieu of Fee Waivers*.

REFERENCES

[Utah Code Ann. Title 53E, Chapter 10, Part 3](#) – Concurrent Enrollment
Utah Administrative Code R277-701 Early College Programs

FORMS AND OTHER LINKS

4I-100 [Davis Enhanced Education Program \(DEEP\)](#)

DOCUMENT HISTORY:

Adopted: July 12, 2005 – replaces prior Board policy 4I-016 Concurrent Enrollment; adds section on Early College and Advance Placement Courses.

Revised: July 1, 2005 – Updated fund allocation references.

Revised: September 17, 2008 – Updated to reflect changes in state rule, added IB program section and reflected intent of administrative memo prohibiting use of citizenship as a criterion for admitting a student to program.

Revised: July 14, 2009 – State law requires student to take an assessment prior to participation in all concurrent mathematics and English courses.

Revised: September 1, 2009 – No content change, renumbered from 4I-410 to 4I-101 with reorganization of Policy Table of Contents.

Revised: December 6, 2011 (by consent) – Non-substantive changes to comply with legislation.

Revised: May 15, 2012 – Updates with minor revisions made consistent with changes in State law and rule (SB284). Authorizes institutions of higher education to charge partial tuition for concurrent enrollment courses offered through the public school.

Revised: August 6, 2013 - Revisions made consistent with changes in State law and rule and District practice.

Revised: August 12, 2014 – Non-substantive changes.

Revised: August 2, 2016 – Non-substantive changes to comply with legislation.

Revised: July 16, 2019 - (by consent) – Revised to comply with change in legislation. HB146 (2019) allows students in grade 9 or 10 to enroll in concurrent enrollment courses.