

### CONCURRENT ENROLLMENT

Junior and Senior students shall be authorized to enroll in area colleges. Students must be on track to graduate and shall have the approval of the principal, counselors, parents, and college officials to complete enrollment. According to Oklahoma State Regents for Higher Education policy, such students may enroll in a combined number of high school and college courses per semester, not to exceed a full-time college workload of 19 semester-credit-hours. A student may enroll in a maximum number of nine semester-credit-hours during a summer session or term without the necessity of being concurrently enrolled in high school classes during the summer term. For purposes of calculating workload, one-half high school unit shall be equivalent to three semester-credit-hours of college work.

- (1) Students will be released from the high school for a reasonable amount of time in order to attend college courses, including travel time. The student must bring a copy of his/her college course schedule to the high school counselor in advance of the applicable school term in order to obtain documented release time.
- (2) Concurrent enrollment courses and grades shall be placed on the transcript and calculated in the overall GPA as core courses or electives as applicable. A guide to credit conversion of common college courses will be maintained in the high school counselor's office and will serve as the district's official guide. Any updates or changes to this guide will be approved by the high school principal and the superintendent prior to its effective date.
- (3) Students must submit concurrent college grades to the high school registrar within the first 14 days of the subsequent fall or spring semester. An unofficial transcript will serve as acceptable documentation. Students who fail to meet the submission deadline will be given an "NC" for the course; this may affect high school eligibility.

Adopted: 09-13-04

Revised: 02-11-08

Revised: 06-09-08

Revised: 09-14-09