

# EARLY COLLEGE AGREEMENT



Flagler County School Board

and

The District Board of Trustees

of Daytona State College

**2023-2024**

This agreement between the Daytona State College District Board of Trustees and the Flagler County School Board (FCSB) is made in compliance with s. 1007.273, Florida Statutes which requires the creation of an Early College School Program between Daytona State College (DSC) and Flagler County Schools (FCS).

This agreement between DSC and FCS entered into for the purpose of enhancing learning opportunities for qualified high school students currently attending public high school in Flagler County.

The term of this agreement shall be one (1) year, commencing on January 1, 2023, and remaining in effect through and including December 31, 2023. During the term of this agreement, either party may request to renegotiate the agreement, with any modification requiring the approval of FCSB and the DSC Board of Trustees.

## **1. REQUIREMENTS FOR INITIAL ENROLLMENT**

DSC agrees to permit high school seniors who have been certified by Flagler County Schools as qualified, to enroll on a full-time basis in courses that are creditable toward the high school diploma and the associate degree under the provisions of Section 1007.271, Florida Statutes and the following terms and conditions:

- Flagler County high school students may apply to the Early College Program at the end of their 11<sup>th</sup> grade year and may begin the program in the fall semester of their 12<sup>th</sup> grade year.
- Students must have a 3.0 or higher cumulative, unweighted high school Grade Point Average (GPA) in order to participate in the program.
- Students must also earn the required test scores on the ACT, SAT, ACCUPLACER, or Post-Secondary Education Readiness Test (PERT) for placement into ENC1101 and MAC1105.
- The student must have completed all high school graduation requirements except elective credits, one credit in English, one half credit in Economics and one-half credit in American Government.
- Students are required to submit a DSC admissions application with high school transcript, a withdraw form from Flagler County Schools and a recommendation letter from the high school principal.

The Early College Program will include the following majors:

- ✓ Associate of Arts (A.A.) Degree
- ✓ Associate of Science (A.S.) Degrees in:
  - ✓ Internet Services Technology
  - ✓ Computer Information Technology
  - ✓ Computer Programming and Analysis
  - ✓ Electrical Engineering Technology
  - ✓ Simulation and Robotics Technology
  - ✓ Computer Engineering Technology

Students must declare a major upon applying to the Early College Program; academic advising will be based upon the student's declared major. Early College students will be permitted to take all classes required to complete their chosen major.

Each student participating in an early college program must enter into a student performance contract which must be signed by the student, the parent, and a representative of the school district and the college. The performance contract must include the schedule of courses, by semester; student attendance requirements; and course grade requirements.

Parents and students should be aware that failure to make satisfactory progress in Early College courses may have an impact on the student's future financial aid eligibility. All college courses and grades will remain a permanent part of the student's high school and college transcript and may affect financial aid eligibility.

## **2. INDUSTRY CERTIFICATION**

Cape Industry Certifications in CompTIA A+ and Network Plus are available in all A.S. programs within the Early College Program. A.A. degree seeking students may also enroll in elective courses that lead to certification. All A.S. programs in this proposal lead directly into the Computer Information Technology and/or Engineering Technology Bachelor's Degree programs at DSC.

## **3. REQUIRED CREDITS PER SEMESTER**

Early College students will be required to take a minimum of 12 credit hours each semester. These credits must be applicable to both the high school diploma and the associate degree.

## **4. NOTIFICATION PROCESS**

FCS and DSC will inform all eligible secondary students of Early College opportunities via standard communication methods as prescribed in the Florida Statutes and State Board of Education Rules. The school district will supply DSC with necessary student data. DSC will send a copy of any recruitment information to FCS before distributing to FCS students; likewise FCS will send a copy of any recruitment information to DSC before distributing to FCS students.

Students and parents will be informed of the Early College program during high school parent nights and registration meetings. The district will also post links to the dual enrollment webpage on the school district website.

Daytona State College will conduct dual enrollment workshops during Open House events which will include Early College information. DSC will also maintain a dual enrollment website that will contain Early College information.

## **5. HIGH SCHOOL CREDIT AWARDED AND COURSE RESTRICTIONS**

Early College students may enroll in all courses for applicable major degree programs. High school credit will be awarded in accordance with the Florida Department of Education High School Subject Area Equivalency List.

Students may not register for the following: developmental courses, courses that are less than three credit hours, private lesson courses, limited access program courses, or physical education courses (less than

three hours). All Early College courses must have Department of Education (DOE) approval. Students may not enroll in courses with temporary numbers.

Students who are admitted to the Early College program will be permitted to enroll in a maximum of two online courses per semester during their first year in the program. Students may enroll in hybrid courses that include both classroom and on-line components.

## **6. ADVISING AND PROGRESS MONITORING**

The Early College program is a form of Early Admissions in which students enroll in 12 or more credit hours per semester at the college, while enrolling in no courses at the high school. The DSC Director of Dual Enrollment will work closely with high school counselors to ensure that Early College students complete high school graduation requirements.

Interested students must complete the Early College Program application in the spring of their junior year of high school in order to be admitted to the program in the fall. Completed applications must be received by the DSC Director of Dual Enrollment by the close of business on May 31, 2023 in order to be eligible for admission for the Fall 2023 semester. All students who meet the qualifications will be admitted into the program.

Early College students and parents will be required to attend an orientation session during the summer before the fall semester begins. During the orientation, students will receive a copy of their education plan for their chosen major and will receive information about the program and the services available at the college.

All Early College students must sign a contract that will include a list of all courses that they are required to complete each semester and requirements for continued enrollment. Students will be required to attend a meeting at the college each semester to discuss their progress and to prepare for registration for the following semester. This information will be shared with the high school counselors and with the school district dual enrollment administrator.

- Students who earn a “D”, “F”, “FN”, “W”, or “W1” grade will be ineligible to continue participating in the Early College Program.
- Students must maintain a 3.0 or higher cumulative, unweighted high school GPA and a 2.5 or higher cumulative college GPA in order to continue participating in the program.
- Students who earn a “D”, “F”, “FN”, “W”, or “W1” will be required to comply with the Dual Enrollment Articulation Agreement guidelines if they choose to participate in the regular dual enrollment program.

While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses, which some parents may object to for minors. Courses will not be modified to accommodate variations in student age and/or maturity.

## **7. TRANSMISSION OF STUDENT GRADES TO THE SCHOOL DISTRICT**

At the end of each semester, the DSC Records Office will submit Early College grades to the data administrators at each school. The data administrators will enter the grades into the school district’s data system.

## **8. STUDENT BEHAVIORAL EXPECTATIONS**

Early College students are expected to follow the same behavioral guidelines as adult DSC students. Information about behavioral guidelines for DSC students can be found in the Student Handbook in print or online. A link to the Student Handbook can be found at: <https://www.daytonastate.edu/files/student-handbook.pdf>. Students who violate the college Code of Conduct will be referred to DSC Judicial Affairs for possible disciplinary action.

## **9. FUNDING**

In accordance with section 13 of chapter 2013-45, Laws of Florida, the school district will pay DSC (from FEFP) the standard tuition rate of \$71.98 per college credit hour and \$69.93 per credit hour for vocational courses taken at DSC.

- FCS and DSC will mutually agree in writing to a cost that is consistent with section 1007.271(21)(n), Florida Statutes, as amended by section 13 of chapter 2013-45, Laws of Florida, if the course is being offered on the high school campus and taught by a college faculty member.
- There is no cost to FCS for courses offered on the high school campus and taught by a high school faculty member.

Early College students will have access to all student services on DSC campuses, including admissions, academic advising, registration, student activities, the Academic Support Center, Writing Center, and Library.

Students will be provided with textbooks or a book voucher by their zoned school. All textbooks, workbooks, and access codes required for Early College courses will be paid for by FCS and must be returned to the student's zoned school at the completion of the semester.

Instructional materials include textbooks and workbooks. Kits, equipment, and/or tools that are kept in the student's possession are not covered by this agreement; it is the student's responsibility to purchase these materials. Specialized tools for particular areas of instruction that are provided to the student by DSC will remain the property of DSC.

## **10. TRANSPORTATION**

Parents or legal guardians will arrange and be liable for all transportation to DSC campuses or any site other than the student's school campus. Neither DSC nor the FCSD is responsible for any costs associated with student transportation.

## **11. HIGH SCHOOL STUDENTS WITH DISABILITIES**

The student must provide documentation that reflects his/her most updated information to help determine reasonable accommodations at the college level. Early College students are required to comply with DSC's student disabilities policies and procedures.

DSC provides reasonable accommodations at no cost to disabled Early College students who submit written documentation from licensed medical or mental health professionals that state they have



disabilities as defined by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA) as it relates to Higher Education. School Individualized Education Plans (IEP's) are not considered documentation of a disability for college accommodations. Previous accommodations received while in school or at other educational institutions will be re-evaluated to determine appropriateness at DSC. DSC does not provide personal services such as transportation or personal care assistants.

**Early College students who request reasonable accommodations based on a documented disability must comply with the following procedures:**

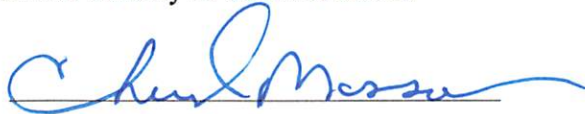
- Students must be accepted for admission at DSC, submit required documentation, and meet with a Student Accessibility Services advisor to complete the intake process.
- The documentation must show that the student's disability significantly interferes with one or more major life functions (i.e., seeing, hearing, learning, speaking, or walking).
- Students must submit documentation in written form on official letterhead signed and dated by a licensed medical doctor, psychiatrist or mental health practitioner and include a complete evaluation with a diagnosis consistent with the Diagnostic & Statistical Manual of Mental Disorders 5<sup>th</sup> edition (DSM-IV-TR). The documentation submitted must clearly state how the disability substantially interferes with the student's functional limitations within the college academic setting.
- It is the student's responsibility to contact an Accessibility Services advisor in advance of enrollment to arrange for the accommodations they may need in order to be successful during their DSC educational experience.

**12. MISCELLANEOUS PROVISIONS**

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(3)(d), Florida Statutes, and 20 U.S.C.A. 1232g. Each party further agrees to comply with Section 1002.22, Florida Statutes, and 20 U.S.C.A. 1232g, including but not limited to, provisions related to confidentiality, access, consent, length of retention and security of student records.



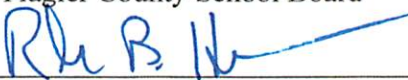
Cathy Mittelstadt  
Superintendent  
Flagler County Schools



Cheryl Massaro  
School Board Chair  
Flagler County School Board



Dr. Thomas LoBasso  
President  
Daytona State College



Randall B. Howard  
Board Chair  
District Board of Trustees

Date Approved by Flagler County School Board February 22, 2023

Date Approved by DSC Board of Trustees \_\_\_\_\_