



PROPEL SCHOOLS DUAL CREDIT POLICY

POLICY STATEMENT

Propel Schools is committed to ensuring that all high school graduates are prepared for post-secondary success. In this preparation, Propel Schools offers scholars opportunities to attend recognized U.S. Department of Education institutions of higher education (IHE) that eliminate barriers to participation.

At Propel Schools, dual credit refers to courses taught to high school scholars for which the scholar receives both high school credit and college credit. This includes coursework offered through College in High School and Early College Programming whether it is in person, online or hybrid. These courses must be aligned to the scholar's graduation requirements or the career pathway offered by Propel Schools.

DUAL CREDIT EARNED CREDIT WEIGHT AND GUIDELINES

Scholars who successfully pass a Propel-approved dual credit course will earn one credit toward Propel Schools Graduation Requirements. Scholars may earn a maximum of 4 high school credits for dual credit courses during their time at Propel Schools. Scholars may not earn this credit in any Keystone Exam courses and courses offered at Propel Schools. Scholars are not eligible to take a course that would supplant a course offered by Propel Schools unless a scholar is enrolled in a Career Pathway.

The final grade and the earned or failed credit from the dual credit college course will be recorded on the scholar's Propel Schools transcript with the IHE course number and name and will count as an elective unless otherwise specified in the Course Catalog. The dual credit courses will receive a weighted calculation of 0.5 in the scholar's GPA in the event that the scholar earned credit in the course. Propel Schools will honor the IHS's earned credit policy and award Propel credit if the scholar earned IHS credit.

SCHOLAR APPLICATION REQUIREMENTS

- Must have and maintain a 3.0 GPA with Propel Schools
- Must be on track to graduate
- Must be in 11th or 12th grade
- Must receive a recommendation submission from the principal
- Must complete the IHE application process and dual enrollment supplemental form

PROPEL SCHOOLS AND IHE COMMITMENTS

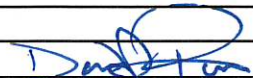

- Propel Schools will pay tuition and fees on behalf of scholars enrolled in dual credit courses.
- Propel Schools will cover the cost of the Pittsburgh Transit Authority Bus Pass for transportation to IHE and IHE to home.
- Propel Schools will provide funding for course books and required course supplies.
- Propel schools will provide a Chromebook to scholars in order to complete coursework.
- IHE will provide a qualified, documented faculty member to teach the dual credit course.
- IHE will provide lab and library resources for scholar success.
- IHE will provide optional tutoring support and academic support services to Propel scholars.
- Must attend all IHE courses-up to 2 can be missed for personal or illness
- IHE will ensure that their faculty teaching coursework will have required clearances including Pennsylvania State Police Criminal Background Check (SP-164), Federal (FBI) Fingerprint Criminal Background Check (Criminal History Report), and Pennsylvania Child Abuse History Clearance (CY-113).

Dual Credit Course List

A yearly list will be published in July.

CREDIT RECOVERY

If a scholar fails a dual credit course, the course credit will need to be recovered through Propel Schools' Credit Recovery Program or a pre-approved 3rd party credit recovery program. The credit(s) are to be recovered by August 15th. Credit recovery must be documented and provided to the principal no later than the final add/drop day each year.

Approved By	Date
Dr. Tina Chekan 	5/15/23
Board of Trustees 	5/15/23