

SOWELA DUAL ENROLLMENT REQUIREMENTS

Dual Enrollment is a program that allows a high school student to enroll in college level courses for which dual credit (both college and high school credit) is earned on the student's secondary and postsecondary academic record. The credits that students earn will be applicable toward high school graduation and acceptable toward a college degree or technical certificate. This opportunity allows students to accelerate their college career while saving time and money. Dual enrollment courses are taught in two formats: by SOWELA instructors in an online environment or by SACSCOC credentialed teachers in face-to-face classes at participating high schools or SOWELA instructional sites.

It is vital to understand that a high school student registrant is expected to adhere to all college, course, and instructor requirements. The program is designed for students who are serious about their education, want to earn a college degree or a technical certificate, and desire to get an early start on completing their college education.

General Admission and Participation Requirements

1. All students must be enrolled as a junior or senior at a participating (as evidenced by a current CEA) public or private high school within one of the parishes/districts served by SOWELA or a BESE-approved home study program. (Exceptions will be granted for sophomores who are eligible to enroll in OADM 1150/ITEC 1000 taught at their high school.)
2. High school juniors must be at least 16 years old by September 30th of their junior year. High school seniors must be at least 17 years old by September 30th of their senior year.
3. Students must have permission from a designee from their high school and their parent/guardian to participate in Dual Enrollment. (Parents may act as the designee for BESE-approved home study programs.) 37 SOWELA Technical Community College
4. Students must submit a high school transcript with a calculated GPA based on a 4.00 grading system.
5. Students must be enrolled in college courses for which dual credit (both college and high school credit) is attempted and recorded on both the student's secondary and postsecondary academic records.
6. Students enrolled in courses with school board credentialed instructors that meet at any SOWELA instructional site must also satisfy the following requirements: 1) Students must have no more than three (3) disciplinary actions during their last school year noted in their high school records, and 2) Students must have no more than ten (10) unexcused absences during their last school year noted in their high school records.
7. All juniors and seniors participating in dual enrollment may enroll in a maximum of eight (8) credit hours per semester.
8. All dual enrollment students have a registrar's hold placed on their student accounts to prevent unauthorized registration, schedule changes, or withdrawals. All requests for registration and/or schedule changes must be submitted to the Dual Enrollment Coordinator for processing by the Registrar's Office. Additionally, course withdrawals require permission from the student's home high school and the College.

9. All senior dual enrollment students must complete all core requirements needed for high school graduation prior to the spring semester of their senior year, unless the core requirement is being fulfilled at the parish/district school or a BESE-approved home study program. If a student needs ENGL 1010 or MATH 1100 in order to fulfill high school graduation requirements and also needs developmental ENGL 0099 or MATH 0099, it will be necessary to enroll in 7-week accelerated courses. In the accelerated courses, students complete their developmental coursework in the first half of the fall semester and complete ENGL 1010 or MATH 1100 in the second half of the fall semester.
10. To remain a participant in the Dual Enrollment program, students must earn a grade of “C” or better in all courses taken for college credit.

Additional Requirements for the Technical Courses

1. Students must meet all eligibility requirements that may be imposed by their home school district including, but not limited to, minimum scores on the ASPIRE, Pre-ACT, ACT, or WorkKeys Tests. (Note: Only ACT and Next Generation ACCUPLACER scores can be used to satisfy prerequisite/test score requirements for course entry.)
2. Students must meet course-specific prerequisites including, but not limited to, appropriate scores on either the ACT or Next-Generation ACCUPLACER exam.
3. SOWELA follows ACT recommendations that the ASPIRE and Pre-ACT scores do not replace the ACT. If a student has taken the ACT, the ACT score must be used as the placement measure.

Additional Requirements for General Education and Other Courses on the Board of Regents Matrix

1. Students must have and maintain a high school grade point average of at least 2.5 on a 4.00 system.
2. Students must have an ACT composite score of at least 19 and an ACT Reading score of at least 19.
3. Students must have an ACT Math score of at least 19 and/or ACT English score of at least 18.
4. High school juniors may not be in need of any developmental coursework.
5. High school seniors may need developmental coursework in only one area. High school seniors must complete all developmental coursework prior to the spring semester of their senior year (Otherwise stated, seniors must complete developmental coursework during the fall semester of their senior year in order to enroll in any general education or other courses on the BOR matrix in the spring semester). Therefore, students must have: ACT Math score of at least 19 and ACT English score of at least 17 OR ACT English score of at least 18 and ACT Math score of at least 17. (Also see general admission requirement #9.)
6. Students must meet course-specific prerequisites including, but not limited to, appropriate scores on either the ACT or Next-Generation ACCUPLACER exam.

Applicants for the Dual Enrollment program from participating public or private high schools should:

SOWELA Technical Community College does not discriminate on the basis of race, color, national origin, gender, disability, or age in its programs or activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Title: Compliance Officer; Address: 3820 Sen. J. Bennett Johnston Ave. Telephone: 337-421-6565 or 1-800-256-0483; Email: complianceofficer@sowela.edu

1. Complete the online application for admission found on the SOWELA website at www.sowela.edu under Admissions and How to Enroll.
2. Request the Course Enrollment Request Form from the high school counselor for completion and verification. A copy of the student's official high school transcript with a calculated GPA (out of a 4.00 system) and official ACT and/or Next Generation ACCUPLACER test scores are also required. The Course Enrollment Request Form, official high school transcript, and test scores will then be picked up by SOWELA directly from the high school counselor.

BESE-Approved Home Study Applicants for the Dual Enrollment program should:

1. Complete the online application for admission found on the SOWELA website at www.sowela.edu under Admissions and How to Enroll.
2. Submit a valid BESE Home Study Approval letter.
3. Request a Course Enrollment Request Form by email at dualenrollment@sowela.edu and return to the SOWELA Dual Enrollment/STEPS office, Room 1225 in the Charleston Building #8 or to dualenrollment@sowela.edu. Course Request Forms must be accompanied by an official high school transcript with a calculated GPA (out of a 4.00 system) and official ACT and/or Next Generation ACCUPLACER test scores.

The information contained in this guidelines/requirements document can be found in the SOWELA Technical Community College Catalog published at <https://www.sowela.edu/programs/catalog/> (pages 37-39 of the *2020-2021 College Catalog and Student Handbook*)