



# PARKVIEW HIGH SCHOOL DUAL ENROLLMENT CONTRACT

**Student's Name:** \_\_\_\_\_ **Grade Level for SY 23-24:** \_\_\_\_\_

**GCP\$ Student Number:** \_\_\_\_\_ **Cell Phone #:** \_\_\_\_\_

**Circle one:**      **Full-time / Part-time**      **Email address:** \_\_\_\_\_

**College or University for Dual Enrollment (DE):** \_\_\_\_\_

**Student participation in any Dual Enrollment (DE) program, as defined in the State Board Policy for Dual Enrollment (DE) Programs, is a student choice. Because this choice exists for students, it is the responsibility of the student and the parent/guardian to be knowledgeable about the program and its potential effects upon high school graduation, grade point averages, HOPE eligibility, and rank inclass.**

**Parent/Guardian & Student ... please review all information below & initial after each statement. Full signatures are required where indicated.**

Dual Enrollment Information & Agreements	Parent's / Guardian's Initials	Student's Initials
<b>Parkview Dual Enrollment Deadlines:</b> Student submits required Parkview paperwork by PHS DE Deadline <u>regardless of the colleges' deadlines:</u> <b>Due date for Fall Semester and/or Summer Semester is March 29<sup>th</sup></b> ; Due date for <b>Spring Semester is November 1</b>		
<b>Full-time DE students are required to take at least 12 Credit hours at the college during fall &amp; spring semesters. Part-time DE students are required to take at least FIVE class combination between Parkview and their college (ex. 3 college classes &amp; 2 Parkview classes; 2 college classes &amp; 3 Parkview classes, etc.) a SIX class combo is preferred.</b> Summer – maximum of 2 classes is recommended. Check with the college for additional information.		
It is the student's responsibility to provide the DE coordinator a copy of their college schedule <u>each</u> semester.		
Students must submit the DE Funding Application on <a href="http://GAfutures.org">GAfutures.org</a> prior to or at the same time as college application. This includes Parent signing Acknowledgement via email. Failure to do so in a timely manner, could result in the student paying for their college classes.		
Students must provide their own transportation for their DE courses. Students are responsible for ensuring they arrive to courses scheduled at the college and courses scheduled at Parkview on time.		
Seniors must make an appointment with their assigned counselors to complete the required Senior Application for Graduation. This must be completed before the end of October.		
Dual Enrollment Students are responsible for completing all high school graduation requirements. A student's graduation status and participation in the graduation ceremony will be delayed if: <ul style="list-style-type: none"> <li>• A student fails a course needed for graduation.</li> <li>• A student does not register themselves for the correct courses to meet graduation requirements.</li> <li>• A student fails a college class and enters a high school class the following semester potentially missing course content.</li> </ul>		
To receive any type of Federal or State Aid male students turning 18 must register for selective service. This includes funding for your DE (college) classes.		

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<b>DE courses are a semester long commitment.</b> Dropping a DE course will result in a student receiving Z (or possibly an F) grade both on their college and high school transcripts, not graduating from high school as expected, removal from the college and removal from the DE program. Speak to DE coordinator if experiencing challenges.		
All DE students must submit their official college transcript to Parkview as soon as it becomes available each semester. Failure to do so will result in the student not being eligible to participate in the graduation rehearsals and ceremony.		
The student's <b>letter</b> grade on the college transcript will be converted to a numeric grade for the high school transcript. <b>(A = 95, B = 85, C = 75, D = 72 or 70 (depends on college), F = 55)</b>		
DE Colleges do not follow the Gwinnett County Public School calendar. Students are expected to honor all attendance requirements at their college and at Parkview (if part time DE). Holidays such as Spring Break will be different from the Gwinnett County holidays.		
Colleges will only communicate with the student – not the parent or high school representative regarding the student's academic progress at the college. It is the students' responsibility to check their college and PHS emails regularly.		
High School Athletic/Interscholastic Participation: "To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to pass classes that carry the equivalent of at least 2.5 Carnegie Units counting toward graduation the semester immediately preceding participation" (Georgia High School Association Constitution and By-Laws). Other eligibility concerns may be confirmed with the athletic director. Parents will need to consider whether practices, games, etc. will interfere with the completion of postsecondary course requirements.		
DE credits may not transfer to another college. Students should verify with colleges if credits earned will be accepted at their institution and how those college courses will be counted toward the student's intended major. The DE coordinator can help direct on courses to take for graduation requirements, but cannot speak for how a college will view DE credits.		
Students must comply with all rules from the post-secondary institution and Parkview High School.		
DE students are expected to maintain communication with the DE coordinator while participating in the DE program, including checking email daily to ensure they do not miss important deadlines & replying to DE coordinator email within 24 hours.		
Students are required to take all required standardized testing (i.e. EOC). Though the testing department or counselor will contact you regarding these tests, students are responsible for communication with them to find when/where and what time the test(s) will be given. Be sure to report on time for the test.		
During the school day, students are only allowed to be at Parkview when scheduled (i.e. during PHS scheduled class, club meetings, tutoring and/or athletic practices).		

**Student's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent's/Guardian's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_