



PSJA ISD - Dual Credit Enrollment Update
October 16, 2023
Meeting Agenda

I. Welcome

- a. Dual Credit Enrollment Coordinator: Ricardo Huerta
- b. Dual Credit Enrollment Specialist: Ana Ibarra
 - i. PSJA North, PSJA Memorial, PSJA Collegiate
- c. Dual Credit Enrollment Specialist: Jorge Muñoz
 - i. PSJA HS, PSJA SW, PSJA TSTEM, PSJA Ballew

II. Dual Credit Enrollment Timeline

- a. Spring 2024
 - i. 9.25.23 – Begin submission of schedule change for ISD partners
 - ii. 10.16.23 – Online portal for Non-S opens
 - iii. 11.10.23 – Priority registration begins for S-sections courses JagNet
 - iv. 12.04.23 – Final ApplyTexas Application & Final Documents Deadline
 - v. 01.08.24 – Final deadline for sections taught by STC faculty with student enrollment less than numbers listed below will be canceled:
 - 1. Academic Sections: Less than 10
 - 2. CTE Sections: Less than 7
 - vi. 01.08.24 – Deadline to submit regular Non-S section enrollment requests
 - vii. 01.08.24 – Deadline to submit course exception forms
 - viii. 01.08.24 – Deadline to clear academic holds

V. Acceptance Protocol

- a. Transcript is required to be uploaded on student's account – sent via TREx
- b. Qualifying test scores are required to be updated on student's account, unless CTE or courses don't require it (ex: BUSI 1301, BCIS 1305, COSC 1301, EDUC 1300)
- c. Apply Texas application on file for correct semester
- d. Students that need to reapply

VI. Dual Credit A.I.M. Blackboard Module

- a. Found on Blackboard
- b. Required for students that have academic hold
- c. 3 units followed by final exam (multiple choice and T/F questions)
- d. 80% is required to remove hold

VII. Student Accountability/Responsibility

- a. Remember A#, Username, & Password

VIII. Troubleshooting guide

- a. Attached*

IX. Event Request

- a. Application Drive
- b. Registration Drive
- c. Double Up – Orientation
- d. Parent/Student Presentation

X. Low Enrollment Sections

- a. Keep our team updated