



2025-2026 Seckinger High School Dual Enrollment Contract



Student's Name: _____ Grade Level for SY 25-26 _____

GCPS Student Number: _____

College or University for Dual Enrollment (DE): _____

Full-time or Part-time: _____

Student participation in any Dual Enrollment (DE) program, as defined in the State Board Policy for Dual Enrollment (DE) Program, 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, admission requirements, and effects upon high school graduation, grade point averages, HOPE eligibility, and rank in class.

Parent/Guardian & Student - Please review all information below & initial after each statement to show you understand and agree to each statement. Full signatures are required where indicated on this contract.	Parent's / Guardian's Initials	Student's Initials
Submit SKG's Dual Enrollment Contract and apply to the college by SKG's DE deadline regardless of the colleges' deadlines: Fall/Summer 2025 Deadline: April 1, 2025; Spring 2025 Deadline: November 5, 2025		
1 SKG Class earns .5 credit per semester; 1 DE Class earns 1 credit per semester. Full-Time DE students must take 4 or 5 DE classes. Part-time students must have 6-7 classes in their schedule. Ex: 1 DE=6 SKG, 2 DE=5 SKG, 3 DE=3 SKG, 4 DE=0 SKG		
It is the student's responsibility to provide their assigned school counselor a copy of their college schedule each semester. It is okay to email a screenshot of the schedule directly to the counselor <u>before</u> the start of each semester, but it is best practice to meet with the counselor to discuss the order in which classes are scheduled. If not, the counselor will assign the class order.		
Students & Parents must submit their portion of the DE Funding Application on www.GAfutures.org ; once a year for each college the student attends. Failure to do so in a timely manner could result in the student paying for their college classes.		
Students must provide his/her own transportation for their DE courses . If classes are on the college campus, students are responsible for ensuring they arrive at the college and courses scheduled at Seckinger on time – NO EXCEPTIONS .		
DE students that register for online classes at any college must indicate to the assigned counselor whether they will stay on campus at SKG in a DE lab daily OR go off campus for their online classes. This may not be changed during the school year.		
<u>DE courses are a semester long commitment.</u> Students are unable to drop dual enrollment courses after the start of the semester without DE Coordinator's consent. Colleges will advertise additional drop days that are not applicable for DE students.		

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Dual Enrollment Contract

Students will lose their ability to participate in Dual Enrollment after 2 withdrawals or failed courses. Additionally, Dual Enrollment will only pay for a class to be taken one time.		
The Dual Enrollment program will only cover the cost of 30 hours of college credit during high school. If the student wishes to earn over 30 hours of college credit as a DE student, the student would be required to pay out of pocket for the courses.		
Colleges will only communicate with the student - <u>not the parent or high school representative</u> regarding the student's academic progress at the college. Students should be able to advocate for themselves without additional adult assistance and navigate the college class on their own.		
DE 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: -A student fails a course needed for graduation. -A student does not register themselves for the correct courses to meet graduation requirements. -A student fails a college class and enters a high school class the following semester potentially missing course content.		
Seniors must schedule an appointment with their assigned counselor to complete the required Senior Application for Graduation. This must be completed in the fall before the end of October.		
Official college transcript must be submitted to Seckinger High School before the end of Seckinger's fall and spring semesters. Failure to do so will result in the student not being eligible to participate in the graduation rehearsals and ceremony.		
The student's letter grade on the college transcript will be converted to a numeric grade for the high school transcript. (A = 95, B = 85, C = 75, D = 70, F = 55, W=Z)		
DE Colleges do not follow the Gwinnett County Public School calendar. Students are expected to honor all attendance requirements at their college and at Seckinger (if part time DE).		
High School Athletic/Interscholastic Participation: 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. 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 assigned counselor can help direct on courses to take for graduation requirements but cannot speak for how a college will view DE credits.		
DE students are expected to maintain communication with the DE coordinator <u>and</u> school counselor while participating in the DE program. Students should check SKG and college emails daily.		

Student's Signature: _____ Date _____
 Parent's/Guardian's Signature: _____ Date _____