



## Pueblo District 70 Concurrent Enrollment Handbook

### Introduction

Pueblo School District 70 offers a dual-enrollment program through our community partnerships with Pueblo Community College and Colorado State University-Pueblo. This concurrent enrollment opportunity allows for students to take college/university course work while earning their high school diploma. By creating pathways between high schools and institutions of higher education, PCS is fulfilling the Colorado Promise of doubling the number of postsecondary degrees earned by Coloradans and reducing the number of drop-out students in the state.

In May 2009, Colorado passed legislation (HB-1319 and SB09-285) the "Concurrent Enrollment Programs Act" or C.R.S. 22-35-101. The intent of the legislation is to broaden access to and improve the quality of concurrent enrollment programs, improve coordination between institutions of secondary education and institutions of higher education, and ensure financial transparency and accountability. The bill also creates the "5th year" ASCENT program for students retained by the high school instruction beyond the senior year. For information about ASCENT, please contact your high school counselor. A link to the entire HB09-1319 and SB09-285 Fact Sheet regarding the Concurrent Enrollment Programs Act of 2009 can be found at the bottom of this page.

**Contact Information** Concurrent Enrollment Gina Colletti 719-295-6505

### School Counseling Departments

|                                           |                                         |                                           |                                 |
|-------------------------------------------|-----------------------------------------|-------------------------------------------|---------------------------------|
| Pueblo County High School<br>719-948-3351 | Pueblo West High School<br>719-547-8050 | Pueblo District 70 Online<br>719-562-0468 | Rye High School<br>719-489-2271 |
|-------------------------------------------|-----------------------------------------|-------------------------------------------|---------------------------------|

[https://www.district70.org/apps/pages/index.jsp?uREC\\_ID=208803&type=d](https://www.district70.org/apps/pages/index.jsp?uREC_ID=208803&type=d)

## CONCURRENT ENROLLMENT PROGRAM

## **Benefits to Participants:**

Here are some things to consider when making your decision to earn college credit while in high school:

- Financial Savings: Students enrolled in Concurrent Enrollment will receive college credit for the course only
- paying minimal costs such as books and fees. A typical 3 credit college course can cost between \$400-\$1,200, depending on the institute.
- Save Time on College: Get a head start on your college education and save time in college. Students who take advantage of the Concurrent Enrollment Program are also more likely to increase postsecondary success.
- Transfer of Credit: With Concurrent Enrollment, they provide postsecondary opportunities for students transferability of credits which means the potential to graduate college earlier.
- High School Environment: If the Concurrent Enrollment is taken at the high school, students receive the same academic, social- emotional, and executive function support and it is also convenient!
- Earn Industry Certification: CTE (Career & Technical Education) programs allow you to earn industry certifications recognized by the workforce, so that you can start working in your career choice sooner.

## **General Information:**

- Through the Concurrent Enrollment Program, qualifying high school students earn college credits while completing high school. Concurrent Enrollment participants earn credits applicable toward high school graduation and college degree/certificate requirements at minimal cost to the student.
- There are four different Concurrent Enrollment Programs provided by Pueblo School District 70: Concurrent Enrollment- Guarantee Transfer (CE-GT), Concurrent Enrollment- Career and Technical Education (CE-CTE), Full Time Early College/University (FTECU), and Accelerating Students through Concurrent Enrollment (ASCENT).
- Concurrent Enrollment opportunities are only available through Pueblo Community College (CE-CTE, CE-GT, FTECU, and ASCENT) and Colorado State University-Pueblo (CE- GT, FTECU and ASCENT)
- Students are accepted into the Concurrent Enrollment Programs based on the application process and some programs have a limited number of slots available.
- Students are eligible to participate in all activities at their home high school.
- Students are eligible for concurrent enrollment in the fall of their Freshman year. For students applying to the FTECU, the maximum length of the FTECU is four semesters for students who enter as high school juniors and two semesters for those who enter as seniors.

- Applications for new Concurrent Enrollment students are only accepted in the spring for entry into the program the following school year. Unless the program is only taught in the spring semester, then new students will be accepted.
- Students must complete Geometry and Physical Education requirements at the high school before applying to FTECU.
- Concurrent Enrollment participation will be reviewed bi-annually (fall and spring semesters) for continued program involvement. Participation in Concurrent Enrollment is at the discretion of the school district.
- The student must receive written approval of their parents/guardians, an Academic Advisor, their High School Counselor, their High School Principal, and the District Coordinator prior to enrolling for any college courses. Students must be registered prior to the date required by the college/university. (Please see your high school counselor for the specific dates).
- Students must submit a Concurrent Enrollment Agreement each semester (fall and spring) for approval of intended coursework.
- Students will be required to meet all requirements for graduation as indicated by Pueblo School District 70 Schools while participating in the concurrent enrollment program.
- The full array of student services offered by the college or university including tutoring shall be available to Concurrent Enrollment participants.
- If the student seeks to add, drop, or withdraw from a college course, he or she must meet with the high school counselor and notify the PCC or CSU-Pueblo Concurrent Enrollment staff.
- Grades earned for dual credit will be included in the computation of the grade point average, determination of eligibility, and computation of class rank. The following college semester credit hours will be awarded accordingly:
  - credit college course equals 0.33 high school credit
  - **credits college course equals 0.66 high school credits 3 credits college course equals 1.0 high school credits 4 credits college course equals 1.33 high school credits**
- Only courses on the approved guarantee transfer course list, or at CTE approved pathway will be approved.

Cost:

- Tuition will be paid by Pueblo School District 70 from the per-pupil operating revenue. FTECU will pay tuition and fees, ASCENT pays tuition, fees, and books up to \$4000 per semester for a full-time student, up to \$2000 per semester for a part time student. Part-time tech students will have tuition and some fees paid. Part-time transfer students will have tuition paid.
- Students are not eligible to receive financial aid for concurrent enrollment courses. The student

must apply for the College Opportunity Fund (COF) before enrolling in a Concurrent Enrollment Course. If a student does not complete the COF, he or she or their parent/guardian will receive a bill stipend.

- Students are responsible for the payment of fees and books for part-time Concurrent Enrollment-Guarantee Transfer (CE-GT).
- Pueblo School District 70 pays for most books and fees for approved courses for Concurrent Enrollment- Career and Technical Education (CE-CTE).
- Tuition and fees are paid for FTECU up to \$3250 and ASCENT – up to \$4000 specialty fees, books and equipment are not included, maximum \$4000 per semester.
- All concurrent enrollments must be approved by the counselor by the first week in May before the next school year.

#### Attendance and Transportation:

- Students are responsible for providing and paying for their own transportation.
- Concurrent Enrollment participants shall attend courses according to the college schedule.
- Attendance is the responsibility of the student. Pueblo School District 70 does not keep daily attendance records for concurrent enrollment classes.
- Students shall attend classes according to the requirements of PCC/CSU-P.

#### Records Reporting:

- Students must maintain an overall G.P.A. as established by their sponsoring program to maintain eligibility for concurrent enrollment courses.
- The respective college/university will provide grade reports for transcription to the district administrator responsible for concurrent enrollment before the add/drop period the following semester.
- The grade received in each course will appear on the student's official high school and college transcripts
- In compliance with the Family Education Rights and Privacy Act (FERPA) of 1974, the student gives PCC or CSU-Pueblo permission to report absences and disciplinary issues, and to release grades, transcripts, in-progress grades, class schedules, and billing information, as available to the school district for the courses covered under the Concurrent Enrollment Program.

#### Due Process:

- Pueblo District 70, PCC, and CSU-P will ensure compliance with the Children's Internet Protection Act (CIPA) and will comply with the Code of Conduct of PCC/CSU-P. Violation of PCC/CSU-P's Code of Conduct could result in disciplinary action at the postsecondary level as well as at the high school level.

- Concurrent Enrollment students who fail one or more courses will be dismissed from the program as per the guidance of the school district.
- Students may appeal decisions regarding acceptance to or dismissal from the Concurrent Enrollment program with the Department of Instructional Services.
- The school district may intervene on behalf of a student to the appropriate departmental dean.

#### **Minimum Criteria for Program Applicants and Approval Process and Conditions:**

- Students' applications for the Concurrent Enrollment program are evaluated based on criteria established by the College President and the Superintendent of Pueblo School District 70 or their designees.
- The student may not enroll in a course under the Concurrent Enrollment Program unless it is approved by the school district. Only guaranteed transfer courses or courses on a CTE program approval will be allowed by the district.
- Applications will be submitted to the respective school counselor. No applications will be accepted for submission at the district administration building.
- Incomplete applications will not be reviewed by the district.
- Participation in Concurrent Enrollment is based on the application, eligibility requirement, and allowable space from Pueblo School District 70.
- All students shall have an Individualized Career and Academic Plan (ICAP) on file at their home high school developed through coordinated efforts between secondary and postsecondary counselors to ensure that coursework is appropriate at all levels and that students are on track to graduate.
- Concurrent Enrollment students shall receive detailed academic advisement and counseling at the college to ensure that they are making acceptable progress in Concurrent Enrollment with particular emphasis on progress toward high school graduation.
- Concurrent Enrollment students with disabilities are eligible to receive appropriate accommodations. The college and the school district shall make the necessary coordination to ensure the accommodations are made through the Office of Disability Resources at the College or University.
- The college shall provide an orientation meeting for students and their parent/guardian prior to Concurrent Enrollment entry. This orientation is to ensure that all parties understand the Concurrent Enrollment program and are aware of the program policies and procedures.
- Only courses taken during the regular school year calendar will be eligible for concurrent enrollment.
- Accuplacer scores are good for 5 years. Students are allowed to take the Accuplacer test 2 times a semester.
- Qualifying tests must be administered during high school.

**Program Specific Requirements:**

| <b>Program</b>                           | <b>CE-CTE<br/>PCC</b>                                                                                                           | <b>CE-GT (part time)<br/>PCC - CSU-P</b>                                                                                                          | <b>FTECU (full<br/>time) PCC -<br/>CSU-P</b>                       | <b>ASCENT PCC -<br/>CSU-P</b>                                                   |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>Definition</b>                        | Part-time course work in an approved sequenced program (college and high school coursework combine to make a full-time student) | Part-time program (college courses, with labs, not more than 10 credits at PCC or CSU-P. Must be a full-time student between school and college.) | Full-time program (Minimum 12 college credits, maximum 16 credits. | Full-time program (Minimum 12 credits)<br>Part-time program (Maximum 6 credits) |
| <b>Grade Eligibility</b>                 | 9-12th grade at the college - transportation is not provided                                                                    | 9-12th grade at the college - transportation is not provided                                                                                      | 11th and 12th grade - transportation is not provided               | Qualifying 5th year senior - no transportation                                  |
| <b>Minimum Accuplacer Score</b>          | NA                                                                                                                              | Next Gen Math (AF)245<br>Next Gen Writing 246                                                                                                     | Next Gen Math $\geq 245$<br>Next Gen Writing $\geq 246$            | NA                                                                              |
| <b>Minimum ACT Scores</b>                | NA                                                                                                                              | Math 21<br>English 18                                                                                                                             | Math 21<br>English 18                                              | NA                                                                              |
| <b>Minimum SAT Scores</b>                | NA                                                                                                                              | Reading/Writing 470<br>Math 530                                                                                                                   | Reading/Writing 470<br>Math 530                                    | NA                                                                              |
| <b>Non-Weighted GPA</b>                  | 2.0                                                                                                                             | 2.5                                                                                                                                               | 3.0                                                                | 2.0                                                                             |
| <b>Body of Evidence/<br/>Application</b> | Yes                                                                                                                             | optional                                                                                                                                          | optional                                                           | Yes                                                                             |

| <b>Program</b>                       | <b>CE-CTE PCC</b>                     | <b>CE-GT (part time)<br/>PCC - CSU-P</b> | <b>FTECU (full time)<br/>PCC-CSU-P</b> | <b>ASCENT PCC - CSUP</b>                                                     |
|--------------------------------------|---------------------------------------|------------------------------------------|----------------------------------------|------------------------------------------------------------------------------|
| <b>Tuition</b>                       | <b>Pueblo District 70</b>             | <b>Pueblo District 70</b>                | <b>Pueblo District 70 - \$3250</b>     | <b>Pueblo District 70 up to \$4000 per semester</b>                          |
| <b>Fees</b>                          | <b>Pueblo District 70 - most fees</b> | <b>Student</b>                           | <b>Pueblo District 70 - most fees</b>  | <b>Pueblo District 70 - up to \$4000 per semester total tuition and fees</b> |
| <b>Textbooks</b>                     | <b>Pueblo District 70</b>             | <b>Student</b>                           | <b>Student</b>                         | <b>Pueblo D70 up to \$4000 per semester total</b>                            |
| <b>Special Fees/Supplies</b>         | <b>Student</b>                        | <b>Student</b>                           | <b>Student</b>                         | <b>Student</b>                                                               |
| <b>Transportation</b>                | <b>Student</b>                        | <b>Student</b>                           | <b>Student</b>                         | <b>Student</b>                                                               |
| <b>Where to return application</b>   | <b>High School Counselor</b>          | <b>High School Counselor</b>             | <b>High School Counselor</b>           | <b>High School Counselor</b>                                                 |
| <b>Body of Evidence/ Application</b> | <b>Yes</b>                            | <b>optional</b>                          | <b>optional</b>                        | <b>Yes</b>                                                                   |

