WELCOME TO

RIVER RIDGE HIGH SCHOOL'S

DUAL ENROLLMENT INFO NIGHT

RRHS School Counseling Department

What is Dual Enrollment?

- Dual enrollment provides up to **30 credit hours** of funding for students enrolled in eligible high schools to attend Georgia colleges, universities, and technical schools, and to take approved college-level coursework for credit towards both high school and college graduation requirements.
- Participants must meet admission requirements for the individual institution for which they wish to enroll.
- Offered during Summer, Fall, and Spring terms.

- 11th and 12th-grade students are eligible.
- 10th grade students eligible for approved CTAE courses at a technical college.
- 10th grade students eligible for core classes at USG or technical schools with specific SAT/ACT and GPA requirements.
- Funded limited to core or CTAE classes (Art, PE, etc. not funded)

This program covers standard tuition, mandatory fees, and required books.
This funding does not come out of a student's Future Hope or Zell Miller funding.

Is DE a fit for your student?

Students considered a good fit for DE are:

- Mature
- Organized
- Responsible
- Self-Motivated
- On track for graduation

Students considered a good fit for DE can:

- Take initiative
- Communicate with adults independently without parent support
- Check email regularly and able to manage two schedules (high school and college)
- Keep up with their plan for DE coursework fitting into the HS 4-year plan
- Work ahead to meet deadlines successfully
- Overcome any logistical challenges of traveling to and from the local high school and college

If you (the parent) are completing any paperwork, applications, or sending materials on behalf of your student, this is a strong indicator that Dual Enrollment is NOT a good fit for your student yet.

Students prepared for taking this next step should be able to read through directions and complete this process independently.

DE Options

FULL TIME

- At least 3 college courses (3.0 credits)
- All classes are taken on the college campus or online.
- No courses would be taken at RRHS.
- Student is still enrolled at RRHS and is fully eligible to participate in clubs, extracurricular activities, sports, and events.

PART-TIME

- Fewer than 12 College Credit Hours.
- Must be enrolled in minimum of 3.0 credits between RRHS and college.
- Needs to coordinate DE courses with periods RRHS classes are offered.
- Allow for SAFE driving time between RRHS and the college.
- Have to navigate RRHS and college platforms and BOTH emails.

SAMPLE FULL TIME SCHEDULE

GAHIGH ENGL 1101A AP - DE Eng/LA USG Eng Comp I
GAHIGH MATH 1111 - DE Math USG Col Algebra
GAHIGH POLS 1101A AP - DE SocStud USG Am Gov't
GAHIGH PSYC 1101 AP - DE Soc Sci USG Psychology

SAMPLE PART-TIME SCHEDULE

Semester 1			
0	YR	00.0000011-LOR-MAZ	00.0000011 - Homeroom 11th
1	S1	27.0831001-12	27.0831001 - Advanced Algebra A
2	S1	23.0530051-4	23.0530051 - AP Eng Lang/Comp/Am Lit A
3	S1	25.4400001-1	25.4400001 - Essentials Healthcare A
4	S1	40.0810001-2	40.0810001 - Physics 1A
5	S1	64.0320001-1	64.0320001 - American Sign Language 2A
6	S1	00.0000001-7	00.0000001 - Lunch Semester 1
9	S1	CTC HIST 2111A-1	CTC HIST 2111A AP - DE SocSci TCSG USHist I

Full-Time DE vs. Part-Time DE

Dual Enrollment (DE) students MAY enroll in up to 4 DE courses per semester (not to exceed 15 total college credit hours). ALL students MUST maintain full time CCSD enrollment status (minimum of 3 high school credits per semester in any of the following combinations):

College Classes	**Minimum** Required HS Classes	Total HS Credits per semester
4+ (Not to exceed 15 total hours)	0	4
3	0	3
2	2	3
1	4	3
0	6	3

Keep in mind travel time if participating as a part-time DE student

DE General Info

CCSD HAS STRICT DEADLINES FOR DE!



CSD Dual Enrollment deadlines may not be the same as the deadlines for individual institutions.

DE General Info

- FERPA Laws are different for High Schools and Colleges
  - **ALL communication goes through the student.**
- Students with IEP or 504 accommodations must contact their college to request appropriate accommodations.
- A maximum of 15 credit hours per term allowed for funding.
- Each college can maintain their own deadlines, qualifications for admissions, institution specific guidelines, etc.
  - Example: Orientation, Institution Holds, FERPA Waivers, Picking up & Returning books.
- Breaks are different for RRHS vs. other colleges (i.e. Spring Break)
- RRHS is not responsible for overcoming logistics matters for students, or for ensuring students meet communicated dates and deadlines (including taking final exams).
  - If students have specific questions related to their application, college courses, etc. - they need to contact the college.

What is your goal?

Pros

- Tuition, fees, books are paid by the state
- Dual credit is earned for HS and College
- Can ease college transition and allow students to explore career interests earlier
- Variety of classes at college
- Schedule
- Some students are truly ready to “Move On”

Cons

- Not “trying out” college – it is college
- If student does not do well, grade is on two transcripts, block vs A/B
- Working two systems (platforms/email)
- Two different calendars
- Out of touch with HS
- Transfer Equivalency after high school
- Transportation needed

DE Grading-Credits-Weight-Withdrawals

- Colleges assign letter grades and CCSD converts them to numeric averages.
- Students will receive grade weighting on their CCSD High School Transcript for DE courses that are equivalent to an AP course
- The grade weighting will be the same as CCSD AP courses:
  - 1.0 on the GPA
  - 10 points on the NGA
- DE course equivalency to AP courses is determined by each individual institution; see specific institutional websites for details
- Students can only earn AP weighting for the same AP course once
  - Example: Student took AP Biology through CCSD and earned AP weighting. Later, the student took a DE Biology that is considered AP equivalent but would not receive AP weighting because it had been earned previously.
- DE classes (core) count as a “rigor” class
- Does not count as “attempted credits” for HOPE
- Some EOC tests may apply

Grading

Many institutions use letter grading systems. When a numerical grade is unavailable, the correlation of students’ grades earned at the post-secondary institution and the secondary grade shall be as follows:

Post-secondary Grade	CCSD High School Grade
A	95
B	85
C	75
D	70
F	60



DE Considerations

- Potential to earn college credit:
  - Some schools may not accept all - or any - of the credits you've earned. Be sure to contact the college you'll be attending (or the colleges to which you are applying) and ask about their policies on their transfer credit guidelines.
- Some basic college classes may not be viewed as rigorously as an AP class:
  - In some instances, it's better for a student to stay in AP courses to remain competitive in an applicant pool for admissions to some colleges.
  - Contact the college for recommendations.
- DE Course Credit:
  - 1-2 Semester Credit Hours = 0.5 High School Credit
  - 3-5 Semester Credit Hours = 1.0 High School Credit
  - Example: ENGL 1101 is a 3-credit hour course at the college. Therefore, completion of ENGL 1101 would earn 1.0 High School Credit and earn the 4th English requirement for graduation.
- Students must maintain specific academic eligibility guidelines to retain participation each semester. See each DE institution for more information

- If you already have a busy and stressful schedule, the additional requirements of DE could cause your grades to suffer and defeat its own purpose (i.e. athletics, band, etc)
- The courses you take in DE are real college courses—**meaning they'll go on your college transcript and stay there forever.** You need to feel confident that you'll be able to do well.
- The schedule may not work with the classes you take at RRHS, resulting in a student not being able to participate.

Dual Enrollment vs. AP Classes

Dual Enrollment	AP
Travel to college campus	College level class taught at high school
It is always the decision of the receiving college to award credit	Some colleges consider AP classes more rigorous that DE classes
Many classes will transfer to colleges with a grade of C or better	Must take AP Exam for potential credit
Classes may affect future college GPA and credited attempted	Classes are given 10 bonus points added to weighted NGA
Core classes are given .5 bonus points on HOPE GPA	

DE Participation – Roles & Responsibilities

Student

- Apply to college(s)
- Submit all paperwork by deadlines (college and CCSD) & documents required for college applications
- Communicating acceptance/denial to their RRHS school counselor
- Set up meeting with RRHS school counselor to determine classes needed to graduate high school and **complete CCSD Participation Agreement**
- Attend college orientation
- Register for courses based off school counselor advisement and what is listed on CCSD Participation Agreement
- Complete DE Funding Application in GAFutures
- Work with college to complete FERPA waivers and/or services available to students with disabilities if applicable
- Provide your school counselor with a copy of your college schedule before summer
- Follow the college schedule & CHECK ALL EMAILS

RRHS School Counselor

- Communicate DE opportunities to students and families
- Provide academic advisement to meet high school graduation
- Sign CCSD Participation Agreement & complete GAFutures Funding Form
- Ensure high school schedule is finalized and DE classes are listed on RRHS schedule.

Parent/Guardian

- Physically sign the CCSD Participation Agreement. Please be familiar with the DE Policies you and your student are agreeing to as you enter into the DE experience
- Electronically sign the GA Futures Funding Application

Items that RRHS Counselors do not manage

- College Schedule and Course Availability
  - It is your responsibility to ensure you are at your college exams on the date and time outlined in your syllabus. Courses taken online may still require a face-to-face exam, so please mark your calendars and plan accordingly.
  - College breaks/holidays are different than those outlined by CCSD.
  - College classes are not always offered at times that align with RRHS' schedule. Additionally, popular course times and online courses fill up quickly.
- Acceptance Process- Students should contact the DE Office at the college.
- Troubleshooting Holds on Admissions or Registration
  - Students should the contact the DE Office at the college to clear holds and/or troubleshoot any registration questions.
- Communicating between you and the college about individualized situations (example: an absence, textbooks, a missed quiz, grades etc.)

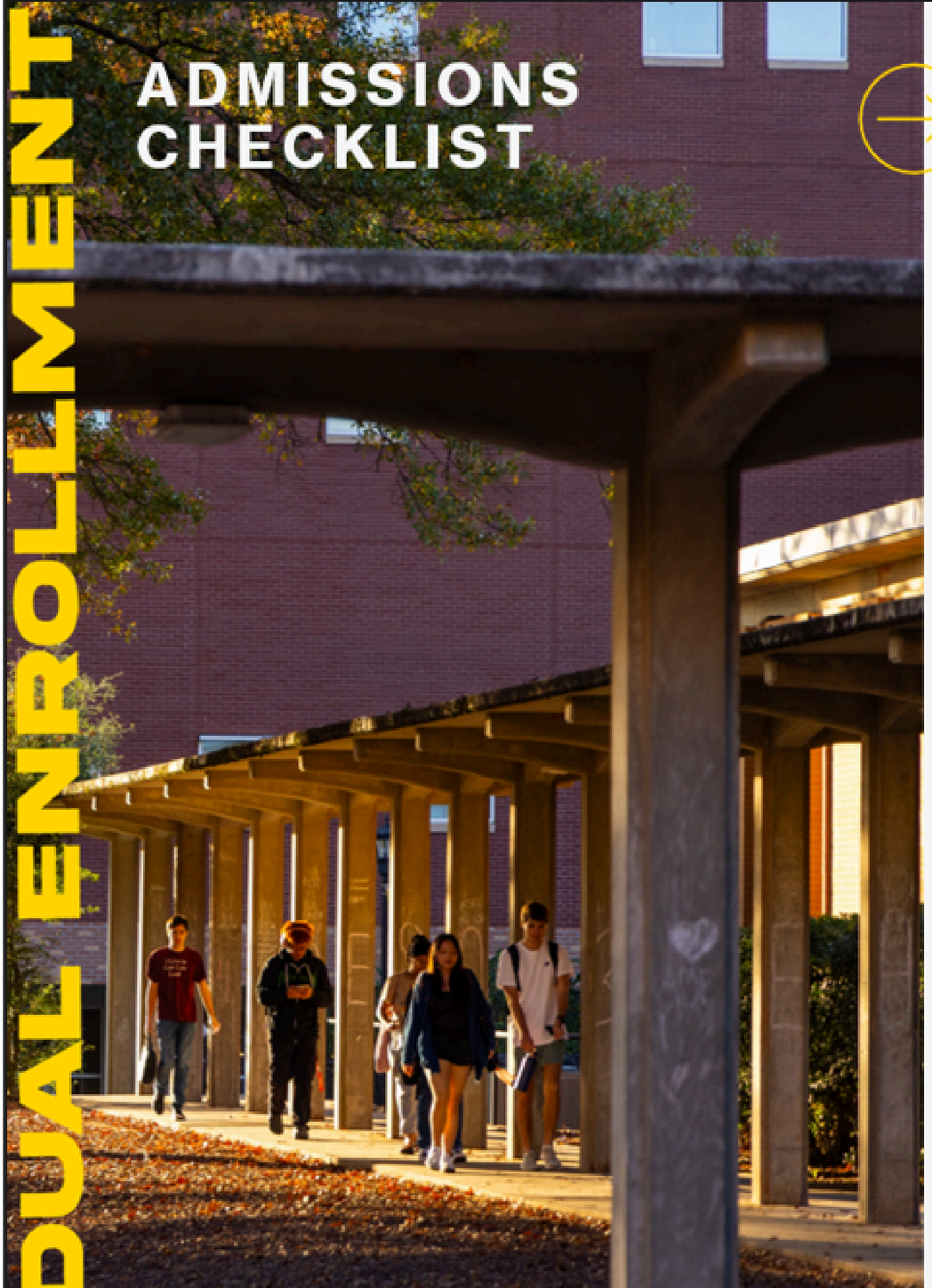
Your Counselor is here to advise and support your Dual Enrollment participation process, but it is important to remember that you will be an independent college student while you are still in high school and must meet the same expectations of an undergraduate student.

Critically Important

- ALWAYS check your **COLLEGE EMAIL ACCOUNT**
  - Once accepted, communication between the college and DE student is primarily done via email.
- Check your college AND CCSD email account regularly
  - Communication from RRHS regarding DE information is primary done via CCSD email.
- STUDENTS should complete the application process themselves--NOT PARENTS.
- Communicate directly with the college with questions about DE application, registration, classes, grades, textbooks, etc.
- CLEAR your account HOLDS as soon as possible! This impacts your ability to register for courses.
- Communicate any/all college schedule changes to your counselor **BEFORE** you make the change. The counselor must be updated with all changes, every time!
- Dropping a course: Please gain RRHS counselor approval prior to dropping.
  - **If college issues you a W for the course, the student gets a 60 on their RRHS transcript.**
- Be sure all forms are completed correctly and completely.
- Pay attention to and meet all deadlines for both the college and CCSD - they are final. Try to work ahead of deadlines if possible!
- Share your schedule with your counselor before we're out for Summer Break and Christmas Break!

Tips for Selecting Courses

- Students can take approved Career Tech (CTAE) and core classes. Check the DE course directory for a full list.
  - NOTE: Not all courses are available every term. The student will need to check the college's registration website for more information.
- College Prerequisites listed in the Dual Enrollment Course Directory should be consulted
- Students planning to attend a USG institution following high school graduation should consult the USG's Staying on Course document to ensure the USG's Required High School Curriculum (RHSC) is completed.
- Students starting at a TCSG institution with plans to transfer to a USG institution should consult the TCSG-USG General Education Transfer Chart.



DUAL ENROLLMENT

ADMISSIONS CHECKLIST

- ❑ **Apply To Kennesaw State**
  - Visit **admissions.kennesaw.edu**
  - Apply as a Dual Enrollment student
  - Include your SSN
- ❑ **Submit Transcript**
  - Official High School Transcript
  - Submit official college transcript (if previously Dual Enrolled)
- ❑ **Complete the Dual Enrollment Policy Form**
- ❑ **Submit Official Test Scores (if needed)**
- ❑ **Complete DE Funding Application**
  - gafutures.org
  - Include your SSN



Dual Enrollment at Chatt Tech

- **Convenient scheduling options** to work with & around High School schedules and/or Work Based Learning Placement – online or in-person
- **Student Outreach Specialists** available via email, text, phone, and in-person to assist students
- **Getting Started:** DE Virtual New Student Orientation, N.E.W.(New Eagle Welcome), Operation "Good Start," and more!
- **Dual Enrollment Advisor** available to review courses and create an academic plan ← NEW
- **Student DE Schedules** continuously sent to High School leading up to the term
- **Midterm Grade Reviews** sent to High School Counselors
- **Funding Status Updates** sent to students approaching the 30 hour cap with next steps / options
- **"ChattNext"** sessions for graduating seniors to learn more about attending Chatt Tech after High School. ← NEW





Admissions Steps

1. Complete free online **DE Admissions Application** on Chatt Tech website.
2. Submit an **Advisement Plan**
   (Completed with High School Counselor / Home School Administrator)
3. Complete the **Student Participation Agreement / Funding Application** on gafutures.org.
4. Parent/Guardian must electronically complete the **Parent Participation Agreement** on gafutures.org
5. Parent/Guardian must complete our **Dual Enrollment Approval Form** on Chatt Tech website
6. Submit **Verification of Lawful Presence**
   (Birth Certificate, Drivers license/permit, U.S. passport)

DE Next Steps

- Print off and sign the CCSD Participation Agreement Form
  Find Form Here
- Set up a meeting with your RRHS counselor. Bring the signed Agreement Form with you to the meeting!
- Apply directly to the college

RESOURCES

- Technical College System of GA (TCSG) Dual Enrollment Site
  https://tcsg.edu/dual-enrollment/
- GaFutures
  https://www.gafutures.org/
- GaDOE Dual Enrollment Information
  http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/Transition-Career-Partnerships.aspx
- University System of GA (USG) Site for Transfer Students
  https://www.usg.edu/student_affairs/prospective_students/transfer
- GATRACS
  https://www.gatracs.org/
- USG Staying on Course Document (lists acceptable courses for 4-Year College Admissions)
  https://www.usg.edu/assets/student_affairs/documents/Staying_on_Course.pdf

Heading



RRHS SCHOOL COUNSELORS

A-E	Cat Gay
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