

INSTITUTIONAL UPDATES:
DISTANCE EDUCATION
AND DUAL ENROLLMENT
FOR HIGH SCHOOL
STUDENTS

PREPARED BY
THE NSHE ACADEMIC AFFAIRS COUNCIL

AUGUST 2016

University of Nevada, Las Vegas

High School Students: Distance Education/Dual Enrollment Information Request

The purpose of this request is to gather a clear understanding of the process by which high school students – individually or through institutional agreements with school districts – may enroll in classes and receive credit at NSHE institutions. Please respond to the questions below for your institution and feel free to provide any additional detail or context necessary within each topic.

1. Structure

- (a) Does your institution have a dual enrollment/credit agreement with local school district(s)? If so, please specify the school district and provide details of how the dual enrollment/credit is offered under the agreement, including whether the students access the courses through their high school, a district website, etc....
- (b) Can high school students access your courses for dual enrollment/credit outside of such an agreement?

The University of Nevada, Las Vegas (UNLV) Early Studies Program, hosted by the Academic Success Center (ASC), provides the opportunity for individual Nevada high school students (from any public or private high school and home school program) the opportunity to enroll as a non-degree seeking student and attend regular UNLV classes for which they meet the prerequisites. These courses tend to be 100- and 200-level courses. Early Studies students are eligible to receive ASC student support services such as academic advising, tutoring, academic success coaching, and much more. Here is more information on the Early Studies Program: <http://www.unlv.edu/asc/early-studies>

There is not a specific agreement with school districts at this time, however, the Clark County School District (CCSD) has been very supportive. They created a system-wide CCSD dual credit approval list. Our CCSD contact point is Jill Hersha, CCSD Curriculum and Professional Development Division, jillhersha@interact.ccsd.net / 702-799-8441.

2. Fees

- (a) What fees are charged to the student for the dual enrollment/credit classes under the agreement with local school districts? Are these fees discounted? Are the fees paid by the school district, the high school or the student? Who pays any related fees for books, parking, etc...? Are students taking these classes required pay any other student fees? If yes, please specify.
- (b) What fees are charged to high school students enrolling in classes at your institution outside of an agreement with the local school district? Are these fees discounted? Please specify which fees are charged, including any student fees.

Answer: Early Studies students pay the same amount as the general UNLV in-state non-degree seeking students. The tuition and fees for UNLV courses vary by course; here is an estimate calculator: <http://tuition.cashiering.unlv.edu/Home/Calculator>. Unfortunately, there are no Early Studies scholarships at this time. If an NSHE employee is eligible for grant-in-aid (tuition/fee discount), the employee's high school dependent can utilize the grant-in-aid (pending HR approval).

Furthermore, the Early Studies Program does have a longstanding partnership with the Nevada Virtual Academy (NVVA) and they pay for a group of self-selected, qualify students to take UNLV courses.

University of Nevada, Las Vegas

Tuition Estimator

<http://tuition.cashiering.unlv.edu/Home/Calculator>

About Me:

Student Type: Under Grad Total Credits: 8
Semester: Spring - 2016 New Student: No
Resident: Yes International: No

Results:

Details:	Amount:
Registration Fees: (\$199.25 x 8)	\$1594.00
Student Services: (\$1.00 x 8)	\$8.00
CSUN: (\$1.97 x 8)	\$15.76
Technology Fee: (\$7.00 x 8)	\$56.00
Misc. Mandatory Fees:	\$100.00
Student Facility Fee:	\$173.00
Total:	\$1946.76

Note: Based on 8 credit load (maximum credit hours early studies student can enroll in per semester)

3. **Admission** –What is the process for admitting high school students participating either through agreements with a local school district or individually?

To enter the Early Studies Program, high school students:

- Apply as a UNLV Non-Degree Seeking Student. There is a \$30 application fee.
- Complete, sign, and submit the Early Studies Program Student Participation Form.
- Meet with an ASC Academic Advisor before the semester/session begins.
- Enroll in UNLV classes (no more than 8 credits per semester).

The program is recommended for high school students with a cumulative GPA greater than 3.0.

4. **Classes**

- (a) Are there any restrictions on the classes high school students at your institution have access to through the dual enrollment/credit agreement with the school district? If yes, please specify. In particular, do students have access to upper division and distance education classes?
- (b) If there is no formal agreement, are there any such restrictions on the classes a high school student may take?
- (c) Can a high school student who has not taken the ACT and/or the pre-requisites for an upper division class (e.g. differential equations) still enroll in the class for credit if a review of the student's high school transcript indicates the student is prepared to take the class? If not, are there any other options for this student to access the class/what happens in these situations?

Early Studies students follow the same enrollment parameters as other UNLV non-degree seeking students (<https://www.unlv.edu/admissions/non-degree>). In general, Early Studies students can only take courses for which they meet the prerequisites. For placement into a UNLV math course, they can take the ACT, SAT, or the UNLV placement through ALEKS. They can take a course with any type of delivery: in-person, online, or hybrid.

University of Nevada, Las Vegas

5. **Credit**

- (a) Does the student automatically receive credit at your institution and the high school for all classes taken at your institution?
- (b) Are there any restrictions in how this credit is applied towards the student's program of study if the student enrolls in your institution after graduating from high school?

The credit is assigned automatically on the Early Study student's permanent transcript, but the high school handles the credit assignment on their end.

- ## 6. **Partnerships at the High Schools** – Does your institution offer any classes on a high school campus (separate from an NSHE campus) for high school students? If so, please explain how this process works, including who teaches the courses, any fees, and what credit is offered at your institution and the high school?

The Early Studies Program does not offer classes on high school campuses at this time.

- ## 7. **High Schools on College Campus/Jump Start** – Some institutions (CSN, TMCC and WNC, for example) have high schools on their campuses. Other institutions offer "Jump Start" programs. Please explain how these programs function, including admissions, fees and credit for courses.

UNLV does not have a high school on their campus like CSN, TMCC, and WNC.

- ## 8. **Other Information** – Please feel free to provide any other related information on dual enrollment/credit for high school students at your institution.

Enrollment

- Fall 2015: 7
- Spring 2016: 11
- Summer 2016: 10 – As of August 1, 2016, summer session III is still in session. It is possible a student might not complete, but 10 enrolled.

Thank you for your interest in the UNLV Early Studies Program. If you have any further questions, please do not hesitate to contact us:

Dr. Dan Gianoutsos
Assistant Dean
UNLV Academic Success Center
dan.gianoutsos@unlv.edu / 702-774-4612

University of Nevada, Reno

High School Students: Distance Education/Dual Enrollment Information Request

The purpose of this request is to gather a clear understanding of the process by which high school students – individually or through institutional agreements with school districts – may enroll in classes and receive credit at NSHE institutions. Please respond to the questions below for your institution and feel free to provide any additional detail or context necessary within each topic.

1. **Structure**

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The University of Nevada, Reno, has a dual enrollment agreement with Washoe County School District and Nevada Virtual Academy.

WCSD Students participating in UNR Dual Enrollment program take courses on the UNR campus: on campus courses and distance education courses.

- (b) Can high school students access your courses for dual enrollment/credit outside of such an agreement?

High School students interested in enrolling into courses at UNR do not need to participate in the dual enrollment program. Students who do not participate in UNR dual enrollment program, but wish to enroll in courses offered by the university do not need to report course grades to designated high school, but, course grades will be part of the student's post-secondary academic record.

2. **Fees**

- (a) What fees are charged to the student for the dual enrollment/credit classes under the agreement with local school districts?

Washoe County School District students participating in dual enrollment are charged the approved BOR registration cost and fees (Undergraduate Registration fee, fitness center fee, university technology fee, and Undergraduate ASUN fee, lab fees). Students pay on average: \$670-\$900 to enroll in 1 course. Students pay 100% of cost. No fees are discounted. Students are responsible for books and parking fees. .

Nevada Virtual Academy students participating in dual enrollment are charged the approved BOR registration cost and fees (Undergraduate Registration fee, fitness center fee, university technology fee, and Undergraduate ASUN fee, lab fees). Nevada Virtual Academy pays 100% of student cost. No fees are discounted. Nevada Virtual Academy pays for books for students, students are responsible for parking fees.

- (b) What fees are charged to high school students enrolling in classes at your institution outside of an agreement with the local school district? Are these fees discounted? Please specify which fees are charged, including any student fees.

Students not participating in dual enrollment are charged the approved BOR registration cost and fees (Undergraduate Registration fee, fitness center fee, university tech fee, and Undergraduate ASUN fee, lab fees). Students pays on average: \$670-\$900 to enroll in 1 course. Students pay 100% of cost. No fees are discounted. Students are responsible for books and parking fees.

University of Nevada, Reno

3. **Admission** –What is the process for admitting high school students participating either through agreements with a local school district or individually?

Students participating in Dual enrollment agreements:

High School GPA 3.25 and higher

Have completed 2 Honors and/or AP/ Pre-IB and/or High School instructor endorsement

Complete Agreement with signed approval from curriculum vice principal

Complete Non-Degree Seeking application

ACT/SAT/AP or placement test scores required for students who wish to enroll in math, English, and science courses

Students not participating in dual enrollment agreements:

Complete Non-Degree Seeking application

ACT/SAT/AP or placement test scores required for students who wish to enroll in math, English, and science courses

4. **Classes**

- (a) Are there any restrictions on the classes high school students at your institution have access to through the dual enrollment/credit agreement with the school district?

Washoe County dual enrollment program students are restricted to courses approved by the district and Nevada Department of Education. If the student meets prerequisites, students can enroll in other courses. Students are eligible to enroll in distance education classes.

- (b) If there is no formal agreement, are there any such restrictions on the classes a high school student may take?

All non-degree students are eligible to enroll in any university courses if pre-requisites are met and/or with UNR instructor approval.

- (c) Can a high school student who has not taken the ACT and/or the pre-requisites for an upper division class (e.g. differential equations) still enroll in the class for credit if a review of the student's high school transcript indicates the student is prepared to take the class?

Students who do not meet pre-requisites cannot enroll in courses. Students cannot use high school transcripts to meet prerequisites. Students who have been enrolled in previous college credit and meet pre-requisites may enroll in classes in which they qualify.

If not, are there any other options for this student to access the class/what happens in these situations?

Students who do not meet pre-requisites must take the ACT/SAT or AP exam or placement testing and earn a qualifying score to enroll in course. If prerequisites are not met, students cannot enroll in course.

5. **Credit**

- (a) Does the student automatically receive credit at your institution and the high school for all classes taken at your institution? If participating in dual credit agreement program, the credit is automatic. If the student is not participating in a dual credit program, the student must initiate the acceptance of any college credit work to meet high school requirements.

College of Southern Nevada

High School Students: **Distance Education/Dual Enrollment Information Request**

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1. **Structure**

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Jumpstart Concurrent Enrollment Program

A memorandum of understanding between CSN and CCSD arose from a desire to collaborate on a broad-based concurrent enrollment program to benefit junior and senior high school students. The intent of the Jumpstart Concurrent Enrollment Program (formerly known as the Jumpstart Dual Credit Enrollment Program) is to provide college readiness opportunities to junior and senior high school students, at their high school site and subsequent success in postsecondary education by offering undergraduate coursework in general education college-level courses ranging from 000-199.

The program certifies high school instructors who have a master's degree in their respective discipline OR a master's degree in a closely related discipline and 18 upper degree credits in the discipline they apply to teach. The college course is taught at the high school site to a classroom of eligible students who simultaneously earn college credit and high school credit. Junior and senior high school students may enroll in up to four (4) courses per academic semester.

Career and Technical Education College Credit Program (CTE)

There is a memorandum of understanding between CSN and the Nevada Department of Education on behalf of all 15 school districts in the State. It establishes a system of articulated credit for secondary students who complete state-approved programs in career and technical education.

CTE College Credit is a statewide program that grants free college credit for approved high school career and technical education (CTE) programs. CTE programs are a sequence of high school electives (generally three years), taught at the high school by high school teachers following high school curriculum. There are over 70 CTE programs offered in high schools throughout Nevada, many of which are approved and articulated for CSN college credit.

The college credit granted is designed to give students a head start on their pathway towards completing requirements within an industry certification, CSN certificate of achievement or CSN associates degree. CTE College Credit gives students the ability to minimize the repetition of similar coursework in college and save money.

To be eligible for CTE College Credit students must:

- Earn a minimum of a 3.0 GPA in the articulated CTE program course sequence;
- Pass the State End-of-Program Assessment; and
- Pass the State Workplace Readiness Assessment.

College of Southern Nevada

CSN High School

There is a memorandum of understanding between CSN and CCSD. CSNHS is a public school of choice within CCSD that is housed on the College of Southern Nevada's Henderson, Cheyenne, and Charleston campuses. The mission of CSNHS is to facilitate the successful transition of students from high school to post-secondary education. Interested students complete a competitive application process. A limited number of CCSD juniors and seniors are chosen to attend CSNHS.

CSNHS students take CSN college courses in addition to their high school courses. Their college courses consist of general education as well as technical education courses for those students interested in completing a CSN Associates of Applied Science degree. Their high school courses consist of English, social studies, and mathematics which may also be taken at the honors level i.e. Algebra II Honors, Pre-Calculus AB Honors, English 12 Honors, English 11 Honors, US History Honors, and US Government Honors. Both high school and college courses are taught on the College of Southern Nevada campuses. High school courses are taught by CCSD instructors and College courses are taught by CSN faculty.

To be eligible for CSNHS students must:

- Be an incoming junior or senior high school student on track to graduate;
- Have a 2.5GPA or higher; and
- Complete the CSNHS application and provide all supporting documents by application deadline.

Distance Education

Yes, CSN has dual enrollment/credit agreement with Clark County School District. Students can access the courses through their high school or the CSN Community College High School.

- (b) Can high school students access your courses for dual enrollment/credit outside of such an agreement?

Yes. High school students who are 16 years of age or older are eligible to also enroll at CSN through the Early Studies Program, take college courses in person at the college for full tuition or online for a reduced fee and earn dual credit.

2. Fees

- (a) What fees are charged to the student for the dual enrollment/credit classes under the agreement with local school districts? Are these fees discounted? Are the fees paid by the school district, the high school or the student? Who pays any related fees for books, parking, etc...? Are students taking these classes required pay any other student fees? If yes, please specify.

Jumpstart Concurrent Enrollment Program

The Jumpstart program charges a flat fee of \$50 per course, plus a \$5.50 technology fee, per credit: 3- credit course: \$66.50, 4-credit course: \$72, and a 5-credit course: \$77.50. These fees are discounted to eligible local junior and senior high school students. The fees are paid by the student and/or parents/guardian. Textbooks are purchased by the participating high school. Students use the CSN approved textbooks and supplemental materials free of charge. There are no parking or additional fees incurred to the student. There are no additional fees.

Career and Technical Education College Credit Program (CTE)

CSN grants the college credit at no cost to the student or high school.

CSN High School

CCSD pays for up to 12 semester credits for the two years during the two years students are enrolled at CSNHS for a total of 48 credits per student. CCSD pays for the technology fee per

College of Southern Nevada

credit and as well as any additional course fees. CCSD also pays for the high school teachers, counselors, administrator and support staff to operate the program. College courses taken by CSN High School students are taught by CSN professors who are paid through the NSHE system. All logistical support such as: classrooms for HS teachers; office space for teachers; counselors; support staff and administrator; utilities and custodial/maintenance services are provided by CSN.

Distance Education

Students pay \$50 per course for dual enrollment/credit courses. Yes, they are discounted. The students pay the fee. Yes, there are other fees. The other fees are a Technology Fee of \$5.50 per credit and if it is an online course there is an additional \$10 per course.

- (b) What fees are charged to high school students enrolling in classes at your institution outside of an agreement with the local school district? Are these fees discounted? Please specify which fees are charged, including any student fees.

Eligible local high school students enrolling in classes at CSN outside of an agreement with CCSD currently pay \$88.00 per credit for the lower division (000-200 level courses) plus \$5.50 technology fee per credit, and \$143.75 per credit for upper division (300-400 level courses) plus \$5.50 technology fee, per credit. In addition, students are charged of \$10 registration fee. These fees are not discounted.

3. **Admission** –What is the process for admitting high school students participating either through agreements with a local school district or individually?

Jumpstart Concurrent Enrollment Program

Admission and registration for all students is a three-step-process. 1) Apply for online admission; 2) take the Accuplacer Placement Exam for English and mathematics; and 3) register and pay by the end of the first week of the semester. The college's web site is shared with all of Nevada System of Higher Education (NSHE) colleges and universities.

Career and Technical Education College Credit Program (CTE)

Students apply for the college credit once they are in the completion level of the CTE high school program or have finished the CTE high school program sequence. They can apply as early as high school juniors and up to three years after their high school graduation.

There is a three step process to apply for CTE College Credit. Students must complete the following: (1) CSN Admission Application; (2) CTE College Credit Application; and (3) Consent to Release Academic Records form. The CTE College Credit application process is accessed via the program webpage at www.csn.edu/cte.

CSN High School

Interested students complete a competitive application process. All applications are reviewed by CSNHS faculty and administration. A limited number of CCSD juniors and seniors are chosen to attend CSNHS. Once selected to attend CSNHS, students then complete the CSN admissions application via the college's web site, www.csn.edu/MyCSN Center. The college's web site is shared with all of Nevada System of Higher Education (NSHE) colleges and universities.

Distance Education

High school students who are 16 years of age or older are eligible to take any qualifying college class for full tuition if taken in person or reduced fee if taken online. All students must apply for admission through the college's web site, www.csn.edu/MyCSN Center. The college's web site is shared with all of Nevada System of Higher Education (NSHE) colleges and universities.

College of Southern Nevada

4. Classes

- (a) Are there any restrictions on the classes high school students at your institution have access to through the dual enrollment/credit agreement with the school district? If yes, please specify. In particular, do students have access to upper division and distance education classes?

Jumpstart Concurrent Enrollment Program

Junior and senior high school students participating with the Jumpstart program are eligible to take 100-college level courses to fulfill general education requirements

Career and Technical Education College Credit Program (CTE)

Articulated credit enables students to qualify for postsecondary credit while in high school through the establishment of articulation agreements. Articulation agreements are based on the alignment of postsecondary CTE courses to the state-approved secondary CTE standards and the course sequences in the Nevada Career and Technical Education Course Catalogue.

As of January 2016, CSN has 37 secondary CTE programs articulated for CTE College Credit. The list of CSN CTE College Credit Statewide Articulation Agreements (found through the program webpage at www.csn.edu/cte) details the college credit granted for each CTE program and identifies its CSN degree and certificate pathway.

CSN High School

CSNHS students may access the same college courses as the general CSN student population as long as they meet any required pre-requisite or placement criteria. CCSD will pay for any course on the approved CCSD Dual Credit List. Students who wish to take courses that are not on the approved CCSD Dual Credit List are responsible for payment for the class.

Distance Education

The CCSD Dual Credit List is an agreed upon list between CSN and CCSD as to which courses are dual enrollment/credit courses. There are no upper division courses included. Yes, they have access to distance education courses.

- (b) If there is no formal agreement, are there any such restrictions on the classes a high school student may take?

High school students who are 16 years of age or older are eligible to take college classes for full tuition if taken in person or for a reduced fee if taken online.

- (c) Can a high school student who has not taken the ACT and/or the pre-requisites for an upper division class (e.g. differential equations) still enroll in the class for credit if a review of the student's high school transcript indicates the student is prepared to take the class? If not, are there any other options for this student to access the class/what happens in these situations?

High school students must show proof of ACT/SAT scores OR take the CSN Placement Accuplacer Exam and earn a passing score to qualify to take English and Mathematics courses. Students must fulfill the required prerequisite prior to enrolling in a course which requires a prerequisite. Upper division courses are not included

College of Southern Nevada

5. Credit

- (a) Does the student automatically receive credit at your institution and the high school for all classes taken at your institution?

Jumpstart Concurrent Enrollment Program

Students who are not enrolled with the Jumpstart program and fall under the formal MOU agreement with CCSD do not receive automatic dual credit at CSN and the high school.

Career and Technical Education College Credit Program (CTE)

The college credit is transcribed to the student's academic history as a "P" in the summer term following the submission of their CTE College Credit Application.

To earn the articulated credit, students must (1) pass the core course sequence for the CTE program with a grade point average of a 3.0 or higher; (2) pass the state end-of-program assessment; and (3) pass the workplace readiness skills assessment.

CSN High School

CSNHS students automatically receive credit at CSN and the high school for all classes taken at CSN. Student must pass their CSN courses with a D or higher to receive high school credit.

Distance Education

High school students can take courses at CSN that are not dual enrolled courses and will only receive college credit for the courses. All courses that are part of the dual enrollment/credit agreement result in students automatically receiving high school and college credit.

- (b) Are there any restrictions in how this credit is applied towards the student's program of study if the student enrolls in your institution after graduating from high school?

There are no restrictions.

6. **Partnerships at the High Schools** – Does your institution offer any classes on a high school campus (separate from an NSHE campus) for high school students? If so, please explain how this process works, including who teaches the courses, any fees, and what credit is offered at your institution and the high school?

Jumpstart Concurrent Enrollment Program

Please see responses to questions 1, 2, 4, 5

Career and Technical Education College Credit Program (CTE)

Please see responses to questions 1, 2, 4, 5

7. **High Schools on College Campus/Jump Start** – Some institutions (CSN, TMCC and WNC, for example) have high schools on their campuses. Other institutions offer "Jump Start" programs. Please explain how these programs function, including admissions, fees and credit for courses.

CSN High School

There is a memorandum of understanding between CSNHS and CCSD. CSNHS is a public school of choice in CCSD that is housed on the College of Southern Nevada's Henderson, Cheyenne, and Charleston campuses. The mission of CSNHS is to facilitate the successful transition of students from high school to post-secondary education. Interested students complete a competitive application process. All applications are reviewed by CSNHS faculty and administration. A limited number of CCSD juniors and seniors are chosen to attend CSNHS annually.

College of Southern Nevada

CSNHS students take CSN college courses in addition to their high school courses. Their college courses consist of general education courses as well as technical education courses for those students interested in completing a CSN Associates of Applied Science degree. Their high school courses consist of English, social studies, and mathematics which may also be taken at the honors level i.e. Algebra II Honors, Pre-Calculus AB Honors, English 12 Honors, English 11 Honors, US History Honors, and US Government Honors. Both high school and college courses are taught on the College of Southern Nevada campuses. High school courses are taught by CCSD instructors and College courses are taught by CSN faculty.

To be eligible for CSNHS students must:

- Be an incoming junior or senior high school student on track to graduate;
- Have a 2.5GPA or higher; and
- Complete the CSNHS application and provide all supporting documents by application deadline.

CCSD pays for up to 12 college credits per semester for a total of 48 credits per student for the two years the students attend the program. CCSD pays for the technology fee per credit and additional course fees. CCSD also pays for the high school teachers, counselors, administrator and support staff to operate the program. College courses taken by CSN High School students are taught by CSN professors who are paid through the NSHE system. All logistical support such as: classrooms for HS teachers; office space for teachers; counselors; support staff and administrator; utilities and custodial/maintenance services are provided by CSN.

8. **Other Information** – Please feel free to provide any other related information on dual enrollment/credit for high school students at your institution.

Your Educational Success (Y.E.S. Program)

The Y.E.S. program is designed to help 11th and 12th grade students with disabilities make the transition from high school to post-secondary education opportunities. Courses are offered on the Henderson, Cheyenne, and Charleston campuses of CSN and are taught by CCSD instructors. CCSD provides all materials and textbooks for the course. Students who successfully complete the course earn three (3) college credits. Although this is not considered a dual or concurrent enrollment program it is an early studies college readiness program for high school students within CCSD.

There is a memorandum of understanding between College of Southern Nevada and the Clark County School District. CCSD pays \$84.50 per credit hour or \$253.50 for 3 credit hours and a tech fee of \$5.50 per credit hour or \$16.50 for a 3 credit course. CCSD provides all related course materials and textbooks.

CCSD's Transition Services Office determines which students meet the criteria to participate in the YES program. These students are typically on IEPs. Once it is determined that a student meet the criteria for participation the student completes a CSN application (paper form) with CCSDs YES Program Lead who provides all paperwork to CSN Registrar for processing and enrollment into CAPS 198. Upon successful completion of the course students receive three (3) college credits. Student may participate in Y.E.S. Program fall, spring, and summer.

College of Southern Nevada

Enrollment

- JumpStart – In the 2015-2016 academic year, 620 (unduplicated) Southern Nevada high school students at 11 high schools obtained 3,670 college credits.
- CSN High School - For the 2015-2016 academic year, 445 (unduplicated) Southern Nevada high school students were enrolled and earned 9,623 college credits.
- CSN & CCSD ESL Project Graduate Program - For the 2015-2016 academic year, 156 (unduplicated) Southern Nevada high school students were enrolled and earned 771 ESL college credits.
- CTE College Credit Program - In 2014-2015 (2015-2016 data is not available yet), CSN enrolled thousands of students in CTE programs, 2,063 of which received 10,388 college credits upon successful completion of the requirements.
- Your Educational Success (Y.E.S.) Program - In 2014-2015 (2015-2016 data is not available yet), 79 students participated in this program and earned 237 college credits.

Great Basin College

Great Basin College

Response to Request for Information: High School Student Dual Enrollment

March 11, 2016

Introduction

GBC has ten school districts in its service area, and nine have high schools. GBC has worked with each of these nine districts to at least some degree to offer dual credit courses. Some school districts and individual schools are more highly invested and actively involved in dual credit than others. Also, some students from outside the GBC service area take GBC courses for dual credit over the internet, as long as they are approved by the high school where the students are enrolled.

The approach taken to dual credit is slightly different in each district, and different approaches to delivery may be used even within a single high school. As a general statement regarding the GBC approach to dual credit courses for high school students, GBC will work with any high school and district as resources allow to respond to their needs. We attempt to deliver any courses to their students that they approve and that students are qualified to take.

Dual credit instruction may be delivered through many means. Courses may be delivered on a GBC or high school campus to classes of only high school students, with instruction by GBC faculty. In some cases courses may be delivered on high school campuses by qualified and approved high school teachers. As another alternative, some students enroll in live courses delivered at a GBC site as individual students within regularly scheduled college classes, or similarly through interactive video (IAV) classes at a GBC site in their town.

Many courses are taken online for dual credit through different strategies. Generally, online classes are not established specifically for high school students. These students are enrolled together with all other college students and treated no differently. In some cases a high school will establish a set time and room in which classes meet to engage in an online course, either with a supervisor in the room or sometimes with a high school teacher present serving to some degree as a tutor. In other cases with fewer students, students may be assigned to a time and place in a library or other supervised location to take online classes for dual credit. In other cases yet, individual students may be taking approved dual credit courses online from home. Some high school students enroll in GBC classes only as college classes, and not for dual credit. Many home schooled students enroll in GBC classes as part of their curriculum.

The decision regarding which GBC classes may count for dual credit is made by the school districts. GBC works in collaboration with districts to develop lists of appropriate courses for dual credit, but each of the nine GBC service area school districts that have high schools must create their own lists. GBC maintains the following website to assist students in finding which courses they might take:

<http://www.gbcnv.edu/academics/dualcredit.html>

This web page provides much information for prospective students and parents regarding dual credit enrollment.

Great Basin College

Below are the GBC responses to the request for information regarding dual credit enrollment by high school students.

1. Structure

- a. The agreements that GBC has with individual school districts are present as lists of GBC courses that are eligible for high school students to take for dual credit. GBC collaborates with school districts to develop appropriate lists, but all course approval is at the discretion of the school district. At this time lists are present on the website given above for Elko, White Pine, Lander, and Nye Counties. Lists are under development for Eureka, Humboldt, Lincoln, Mineral, and Pershing Counties. Dual credit is offered in the last five counties, but not yet utilizing formalized lists. In one case, an MOU is created for the delivery of classes by a high school instructor within classrooms of one high school. This is the only formal, signed document utilized in the delivery of dual enrollment classes.
- b. Yes, as long as students have approval from their schools to take a course for dual credit and they meet the prerequisites to take the course, they may enroll.

2. Fees

- a. Fees are charged in two basic formats: they are either charged the full per-credit price that all students pay, or in some cases for classes delivered through distance technology they are eligible for a special \$50/class fee (not including books and lab fees). In some cases the schools pay all student credit and lab fees and provide books, and in some cases the students pay their own fees and provide their own books. Usually the schools provide at least some level of support. Initially there is a \$10 application fee, again usually paid by the school district, but not always.
- b. Dual credit students are charged the same fees all GBC students are charged, excepting those cases where the \$50/course distance fee may apply. There may also be the application fee for the first time a student enrolls.

3. Admission

The first time that students enroll they must fill out the online GBC application. They must also complete the Special Admission Form for High School Students (with parent signature) and the Release of Student Information to High School Form. The first semester and each semester thereafter that they enroll they must also complete the High School Permission Form including counselor and principal permission.

4. Classes

- a. There are two basic restrictions for high school dual credit enrollment. First, for dual credit, students may only enroll in courses approved by the school district and the Nevada Department of Education. Second, students must meet all prerequisites established for a class, including placement test levels. It is rare, but not impossible, that a highly advanced high school student might be able to take an upper division course if the prerequisites are met. Most GBC dual credit enrollment is through distance delivery.
- b. The restrictions are as stated in the question above.
- c. There has been no known occurrence of a student requesting consideration for enrollment in an advanced standing class beyond what is indicated in a placement test. Admission to a class with faculty approval on an individual basis is always an option.

5. Credit

- a. Dual credit is only awarded for those classes approved by the school district and which students complete and pass. If a student takes a class that is not approved by the school district and completes and passes that class, then only GBC credit would be awarded.
- b. These classes are treated in exactly the same manner as any class taken by any college student.

6. Partnerships at the High Schools

Dual credit classes are offered on some high school campuses. In some cases these are taught by GBC instructors, and in some cases they are taught by qualified and approved high school teachers. Fees and credit awarded are the same as described above.

7. High Schools on College Campus/Jump Start

With the wide range of dual credit options GBC engages in with many different school districts, there is no name other than the “Dual Enrollment” program. There is no “high school campus.” This could be referred to as “Jump Start,” but GBC chooses to remain with the simple descriptive term. Through the Dual Enrollment program, GBC has had at least one student in each of the last five years graduate from GBC with an Associate’s degree before their high school graduation. These have come from four different school districts.

8. Other Information

General information relating to some of the unique characteristics of GBC dual credit enrollment is provided in the Introduction at the beginning of this document. It is important to know that GBC in most regards does not treat high school dual enrollment students any differently than any other college student, and often instructors do not know which students in their classes are high school students. Students must participate in and complete the courses in the same manner as any college student does.

For high schools with larger dual credit enrollments, an orientation for students and parents is provided. This orientation is being expanded for access by more students.

Enrollment:

- Dual enrollment – 1061 high school students enrolled Fall 2015-Spring 2016
- CTE – In 2015-2016, 70 students successfully completed the requirements for CTE College Credit for a total of 579 credits awarded.

Truckee Meadows Community College

High School Students: Distance Education/Dual Enrollment Information Request

The purpose of this request is to gather a clear understanding of the process by which high school students – individually or through institutional agreements with school districts – may enroll in classes and receive credit at NSHE institutions. Please respond to the questions below for your institution and feel free to provide any additional detail or context necessary within each topic.

1. Structure

- (a) Does your institution have a dual enrollment/credit agreement with local school district(s)? If so, please specify the school district and provide details of how the dual enrollment/credit is offered under the agreement, including whether the students access the courses through their high school, a district website, etc....
- a. Yes, TMCC has a Dual Credit Memorandum of Understanding (MOU) with Washoe County School District (WCSD), which currently runs from November 10, 2015 through September 30, 2016.
 - b. Dual enrollment courses are offered in various formats:
 - In-person dual credit college classes offered at TMCC main campus or offsite centers. High school juniors/seniors taking courses with college students.
 - In-person dual credit college classes offered onsite at WCSD high school. High School juniors/seniors enrolled only with other juniors/seniors.
 - Online dual credit college classes offered to high school juniors and seniors who are taking the course with other college students.
 - c. Dual enrollment information for WCSD students and families is accessed at the following websites:
 - WCSD website at <http://www.washoeschools.net/Page/1976>. Information at this site includes the list of approved dual credit college courses students can take as well as forms needed to complete for enrollment.
 - TMCC website at dualcredit.tmcc.edu. Information at this site includes benefits, eligibility, FAQ's, contact information and next steps.
- (b) Can high school students access your courses for dual enrollment/credit outside of such an agreement?
- a. Yes, TMCC has an Early Admission process for high school freshman/sophomores and home school students.
 - Information regarding Steps to Enroll: Early Admission (Under 18) Students is at <http://www.tmcc.edu/steps-to-enroll/high-school/under-18/>.

2. Fees

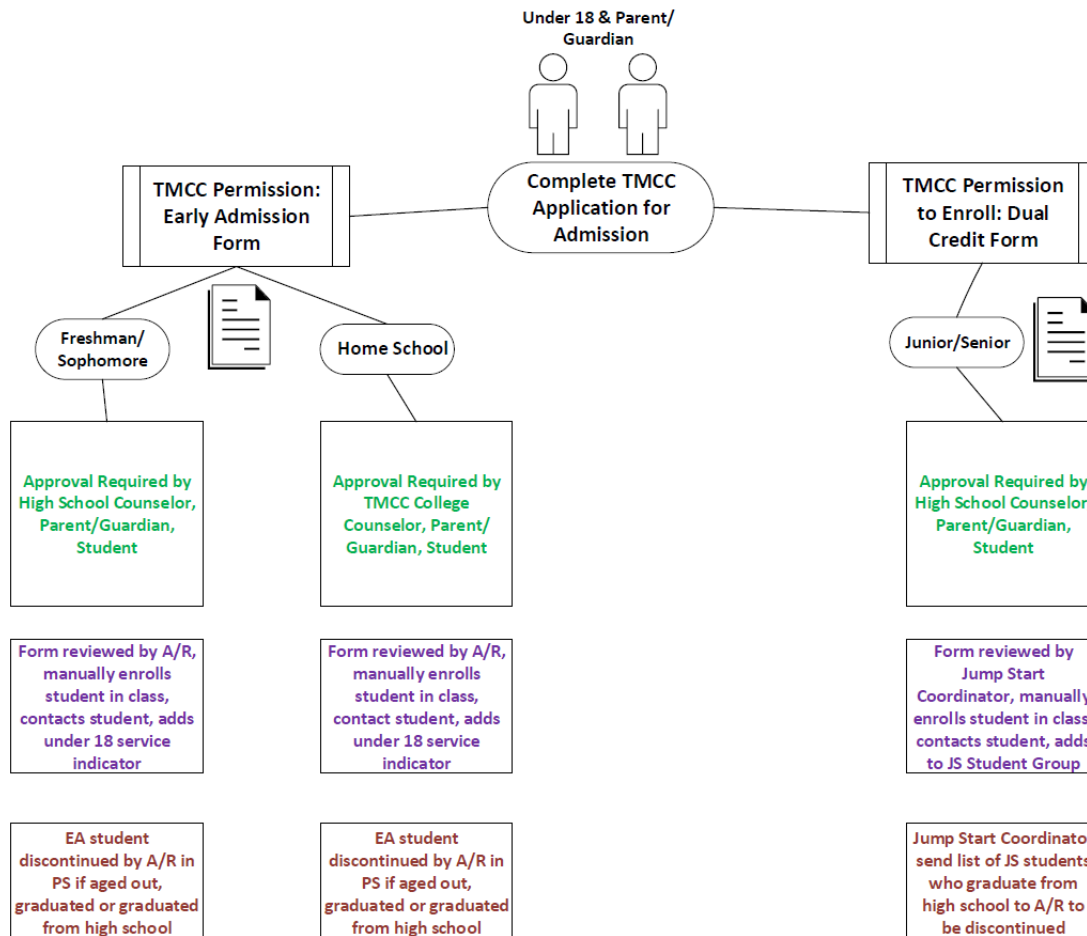
- (a) What fees are charged to the student for the dual enrollment/credit classes under the agreement with local school districts? Are these fees discounted? Are the fees paid by the school district, the high school or the student? Who pays any related fees for books, parking, etc...? Are students taking these classes required to pay any other student fees? If yes, please specify.
- Per TMCC 2015-2016 Dual Credit MOU with WCSD, TMCC shall charge:
1. For online courses a basic registration fee of \$50 per course, one time application fee of \$10, technology fee of \$5.50 per credit and distance education fee of \$15, plus any special course fees. Textbooks will be an additional expense.

Truckee Meadows Community College

2. For in-person course, 25% discount per credit, one-time application fee of \$10, technology fee of \$5.50 per credit plus any special course fees if the TMCC course is offered on-site at WCSD high school with no charge for rent of space.
 3. WCSD will provide funding for juniors/seniors with demonstrated financial need up to maximum amount of \$30,000 to fund third party payment for tuition, fees and book expenses during 2015-2016 school year.
- ii. Education Alliance of Washoe County, Inc. has provided \$ 17,768.00 for 2015-2016 for WCSD students with demonstrated financial need to enroll in Jump Start Dual Credit courses.
- (b) What fees are charged to high school students enrolling in classes at your institution outside of an agreement with the local school district? Are these fees discounted? Please specify which fees are charged, including any student fees.
- Unless there is a MOU in place with TMCC and school district or organization, which specifies a discount for in-person/online college courses, no discount is given and regular registration (tuition) fees apply.
 - Only MOU currently, which specifies discount, is WCSD.

3. **Admission** –What is the process for admitting high school students participating either through agreements with a local school district or individually?

Early Admission and Jump Start Dual Credit Enrollment Process



Truckee Meadows Community College

4. Classes

- (a) Are there any restrictions on the classes high school students at your institution have access to through the dual enrollment/credit agreement with the school district? If yes, please specify. In particular, do students have access to upper division and distance education classes?
 - a. Dual enrollment students must meet the eligibility requirements to enroll in dual credit courses. High school seniors must have a 2.5 GPA and juniors a 3.0 GPA, meet all course pre-requisites (e.g. placement scores, age requirement) and have signatures from parent or guardian, high school administrator/counselor and themselves.
 - b. Currently TMCC does not have upper division courses.
 - c. Dual enrollment students may take online/distance education courses if they meet the eligibility requirements listed in 4a.
- (b) If there is no formal agreement, are there any such restrictions on the classes a high school student may take?
 - a. Dual enrollment students must meet eligibility requirements listed in 4a.
- (c) Can a high school student who has not taken the ACT and/or the pre-requisites for an upper division class (e.g. differential equations) still enroll in the class for credit if a review of the student's high school transcript indicates the student is prepared to take the class? If not, are there any other options for this student to access the class/what happens in these situations?
 - a. Dual enrollment students who have not taken the ACT or SAT have the option to take the ACCUPLACER placement test to determine if they met the pre-requisite for the course.
 - b. Dual enrollment students may also submit Advanced Placement scores to determine if they met the pre-requisite for the course.

5. Credit

- (a) Does the student automatically receive credit at your institution and the high school for all classes taken at your institution?
 - a. For TMCC, Dual enrollment students who do not drop during the 100% and 50% period will receive a grade on their college transcript.
 - b. For WCSD per their procedures at http://www.washoecountyschools.net/csi/pdf_files/6315%20Admin%20Proc%20-%20Dual%20Credit%20v6.pdf credit is accepted toward graduation if it has been approved a high school or general education or elective course. TMCC sends an unofficial copy of their college transcript at the end of the semester to the dual credit student's high school registrar to post on students transcript.
- (b) Are there any restrictions in how this credit is applied towards the student's program of study if the student enrolls in your institution after graduating from high school?
 - a. The only restrictions that would apply would be if the program of study changed their requirements.

6. Partnerships at the High Schools – Does your institution offer any classes on a high school campus (separate from an NSHE campus) for high school students? If so, please explain how this process works, including who teaches the courses, any fees, and what credit is offered at your institution and the high school?

- a. Yes, for spring 2016 TMCC is offering four courses on-site at Hug, Incline, Sparks, and Wooster high schools and nearby at Academy of Arts, Careers and Technology High School across from TMCC Applied Technology Center.
- b. Instructors teaching a TMCC college class onsite at WCSD high schools must meet the requirements to be teaching faculty in the classroom. Instructors are either full time or part-time adjunct faculty.
- c. Fees see section 2: a-b for more information.
- d. Credits see section 5: a-b for more information.

Truckee Meadows Community College

7. **High Schools on College Campus/Jump Start** – Some institutions (CSN, TMCC and WNC, for example) have high schools on their campuses. Other institutions offer “Jump Start” programs. Please explain how these programs function, including admissions, fees and credit for courses.
 - a. TMCC High School is a 10-12th comprehensive WCSD high school.
 - b. TMCC Jump Start Dual Credit Program is an opportunity for high school juniors/seniors to increase high school graduation and college readiness by taking a college course taught by a college instructor. Courses can offered in person/online at TMCC campus or off-site locations or at a high school junior/senior high school.
 - Jump Start admissions see section 3 for detail.
 - Jump Start fees see section 2: a-b for detail.
 - Jump Start credit see section 5: a-b for detail.

8. **Other Information** – Please feel free to provide any other related information on dual enrollment/credit for high school students at your institution.

Enrollment

- Dual credit courses - For the 2015-2016 academic year, 156 high school students were enrolled in these courses.
- TMCC High School - 234 students enrolled during the 2015-2016 academic year.
- CTE - In 2014-2015, TMCC enrolled 469 students in CTE programs with 3,196 college credits earned.

Western Nevada College

High School Students: Distance Education/Dual Enrollment Information Request

The purpose of this request is to gather a clear understanding of the process by which high school students – individually or through institutional agreements with school districts – may enroll in classes and receive credit at NSHE institutions. Please respond to the questions below for your institution and feel free to provide any additional detail or context necessary within each topic.

1. Structure

- (a) Does your institution have a dual enrollment/credit agreement with local school district(s)? If so, please specify the school district and provide details of how the dual enrollment/credit is offered under the agreement, including whether the students access the courses through their high school, a district website, etc....
- Western Nevada College’s “Jump Start College” dual-credit program is a robust collaboration between the college and five school districts (Carson City, Churchill, Douglas, Lyon, and Storey County), as well as Pyramid Lake High School, and three charter schools (iSchool, Nevada Virtual Academy, and the Oasis Academy). Jump Start College uses the “cohort” model in which students take up to 15 credits per semester beginning as early as their 11th grade year supported by a Teacher Assistant who functions as the coach, mentor and tutor. Students can attain up to an Associate degree concurrently with their high school graduation at 13 of the 14 participating schools. This year, students from the Carson City, Churchill, Lyon and Storey County School Districts will be awarded their Associate of Arts degree the week of their high school graduation!
- (b) Can high school students access your courses for dual enrollment/credit outside of such an agreement? Yes. High school students may take reduced-price distance education “Fast Track” classes or, with the approval of the high school counselor and parent, and WNC course for which they are academically qualified.

2. Fees

- (a) What fees are charged to the student for the dual enrollment/credit classes under the agreement with local school districts? Are these fees discounted? Are the fees paid by the school district, the high school or the student? Who pays any related fees for books, parking, etc...? Are students taking these classes required pay any other student fees? If yes, please specify.
- No student is denied admission to the Jump Start program for financial reasons. “Jump Start College” students pay regular tuition and fees. The tuition and fees are covered by the school districts through grants and district foundations as well as through appropriations made by the various school boards. Additionally, the Pennington Foundation and the Carson City Rotary Club have provided scholarships to support this program. Books are covered by 11 of the 14 participating schools. No additional fees are charged to participate in the “Jump Start College” program. Finally, the college has applied to a pilot program allowing us to award Pell grants to high school students taking dual credit classes.
- (b) What fees are charged to high school students enrolling in classes at your institution outside of an agreement with the local school district? Are these fees discounted? Please specify which fees are charged, including any student fees.
- Reduced fees are charged to high school students who take distance education “Fast Track” classes. The fee is \$50.00 per class.

Western Nevada College

3. **Admission** –What is the process for admitting high school students participating either through agreements with a local school district or individually?

Students in the “Jump Start College” program must first be recommended by their high school counselor. They must be attaining at least a “C” in high school Algebra II (the college catalog requirement for Math 126) and take the college Accuplacer Test to qualify for English 101. If they meet these academic requirements, they must attend a parent-student-high school counselor-college staff interview, and a Jump Start Orientation in order to be admitted into the program. The 353 students in this program attained an overall course completion rate of 94% as a result of this rigorous application process!

4. **Classes**

- (a) Are there any restrictions on the classes high school students at your institution have access to through the dual enrollment/credit agreement with the school district? If yes, please specify. In particular, do students have access to upper division and distance education classes?

High school 11th and 12th grade students have access to all classes, provided they have the approval of both their parent and high school counselor and meet the course prerequisite. Student under the 11th grade must also receive approval from the college.

- (b) If there is no formal agreement, are there any such restrictions on the classes a high school student may take?

N/A

- (c) Can a high school student who has not taken the ACT and/or the pre-requisites for an upper division class (e.g. differential equations) still enroll in the class for credit if a review of the student’s high school transcript indicates the student is prepared to take the class? If not, are there any other options for this student to access the class/what happens in these situations? High school students have the same access to all courses as any other student, provided they have the approval of both their parent and high school counselor and meet course prerequisites.

5. **Credit**

- (a) Does the student automatically receive credit at your institution and the high school for all classes taken at your institution?

High school students who take Jump Start courses at WNC receive a WNC transcript identical to any other student. Each school district or charter school must approve each course for dual credit. This is true for any WNC course taken by a high school student.

- (b) Are there any restrictions in how this credit is applied towards the student’s program of study if the student enrolls in your institution after graduating from high school?

No, there are no restrictions.

6. **Partnerships at the High Schools** – Does your institution offer any classes on a high school campus (separate from an NSHE campus) for high school students? If so, please explain how this process works, including who teaches the courses, any fees, and what credit is offered at your institution and the high school?

Western Nevada College teaches “Jump Start College” classes, supported by a Teacher Assistant, on a block schedule on site at the following high schools locations: Churchill High School, Dayton High School, Douglas High School, Fernley High School, Silver Stage High School, and Yerington High School. Additionally, WNC provides Jump Start classes in a hybrid model at the Nevada Virtual Academy in Las Vegas (students at the Nevada Virtual Academy attained a 97% course completion rate in the pilot year of this version of Jump Start). All Jump Start courses are taught by full-time and adjunct college faculty through M.O.U.’s created between the school districts and WNC. Normal tuition and fees apply to these courses. In all cases, the classes count towards an Associate degree as well as toward the high school diploma.

Western Nevada College

7. **High Schools on College Campus/Jump Start** – Some institutions (CSN, TMCC and WNC, for example) have high schools on their campuses. Other institutions offer “Jump Start” programs. Please explain how these programs function, including admissions, fees and credit for courses.

WNC does not operate a separate high school on our campus. Students in “Jump Start College” remain students at their home high school as well as WNC. “Jump Start College” classes are taught at the WNC Carson and Fallon campuses and 7 high schools. Students in 13 of the 14 participating high schools allow 11th and 12th grade students to take 15 credits a semester (modeled after the NSHE “15 to Finish” program). Students who begin in the 11th grade are eligible to attain their Associate degree prior to high school graduation. Jump Start classes are taught in a “cohort” model. Each cohort is supported by a Teacher Assistant who functions as a coach and tutor for their students. Teacher Assistants attend each class meeting, hold supplemental instruction sessions each week to review the material covered, and provide grades and attendance data to the high school and to the parents via Power School or Infinite Campus. Students must sign a FERPA release to allow this information to be released.

Four school districts (Carson, Churchill, Lyon and Storey) will have Jump Start College students graduating with their Associate degree this year concurrently with their high school diploma.

8. **Other Information** – Please feel free to provide any other related information on dual enrollment/credit for high school students at your institution.

Enrollment:

- "Jump Start College" - For the 2015-2016 year, 356 high school students were enrolled in WNC's Jump Start College programs and another 95 students were in enrolled in regular dual-credit classes.
- CTE ("Tech Prep") - In 2014-2015, 143 students received 657 CTE college credits upon successful completion of the requirements.