

BOARD OF REGENTS  
BRIEFING PAPER  
**High School Students – Early and Dual Enrollment**

**BACKGROUND & POLICY CONTEXT OF ISSUE:**

Existing Board policy authorizes multiple ways for NSHE institutions to engage with school districts and high school students to promote opportunities for students to earn college credits while still in high school, including early enrollment (also known as “dual enrollment” or “dual credit”), specific authorization to enter into agreements with school districts to offer college readiness programs and courses at a lower cost, and distance learning courses offered at a reduced \$50 fee per course (*Title 4, Chapter 16, Sections 2, 8 and 28 and Title 4, Chapter 17, Section 12*). Institutions are actively engaging with high school students and the districts to offer such opportunities, including the “Jump Start” program available through WNC and CSN. In addition, Board policy recognizes the Career and Technical Program Completers – high school graduates who have earned a State Certificate of Skill Attainment – and authorizes college credit based on articulated program agreements with Nevada’s Department of Education. Through all these types of programs, many Nevada high school students are currently graduating from high school with college credits, and some of these students have also earned an associate’s degree through one of NSHE’s community colleges.

System staff recommends updating Board policy to more clearly reflect the current offerings of the institutions, including defining the term “dual enrollment,” so that the stakeholders and consumers in both higher education and K-12 can most effectively utilize Board policy to promote early and dual enrollment for Nevada’s high school students.

**SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:**

Amend *Title 4, Chapter 16, Sections 2, 8 and 28 and Title 4, Chapter 17, Section 12* to combine these sections into *Title 4, Chapter 16, Section 2* and rename that section as “Dual and Early Enrollment for High School Students.” Within the revised *Section 2*, include the following:

- Update the general reference to the Common Core State Standards to reference the Nevada Academic Content Standards;
- Specify that NSHE is committed to working with the secondary education community to help prepare students for post-secondary education and the workforce, including providing opportunities for earning college-level credit while in high school.
- Require that NSHE institutions work collaboratively and authorize entry into agreements or partnerships with school districts, public and private high schools, and charter schools to provide early and/or dual enrollment opportunities, including, but not limited to “Jump Start” programs. Clarify that this subsection does not preclude NSHE institutions from working collaboratively with school districts, local public and private high schools or charter schools to develop high school courses designed to prepare high school students for post-secondary education. Examples of such collaboration include the program under which UNR and TMCC are currently partnering with the Washoe County School District to offer Math 95 and 96 to high school students.
- Clarify that NSHE institutions may offer programs and courses, including but not limited to distance education and early and/or dual enrollment courses/programs, to high school students at a registration fee appropriate to cover at least the costs of the course or program, including but not limited to the instructor’s salary, supplies and equipment needed, and appropriate overhead costs. Continue to require approval of the president for such fees, and update the reporting requirement from annually to biennially (every other year).
- Add the following definitions:
  - The term “high school student(s)” includes students enrolled in a Nevada public or private high school, students enrolled in grades 9, 10, 11, and 12 in a charter school in Nevada, and students formally enrolled in a Nevada school district sponsored program designed to meet the requirements of an adult standard diploma.
  - Dual enrollment refers to courses or programs for which a high school student receives credit from an NSHE institution and credit toward the total number of credits required for graduation from the high school or the charter school.

- Early enrollment refers to courses or programs for which a high school student receives credit from an NSHE institution, but may not necessarily receive credit towards graduation from the high school or the charter school.

(See the attached policy proposal.)

**IMPETUS (WHY NOW?):**

The NSHE and its institutions are actively exploring options to address Nevada’s skills gap and provide employers with the skilled workforce needed for Nevada currently and in future. Such options include clear pathways from K-12 into higher education and options for high school students to get ahead and earn college credits while still in high school. To support these efforts, System staff recommends updating Board policy to reflect and expand opportunities currently offered within NSHE.

**BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:**

- The Board, its policy and NSHE institutions currently offer dual/early enrollment and other opportunities for engaging high school students and offering college credit. Updating Board policy to specifically include and define “dual enrollment” and to expand authorization for the institutions to work with the secondary community to offer early and dual enrollment opportunities further promotes such enrollment and will reflect the Board’s on-going support for these efforts.
- Expanding the authorization under policy to enter into agreements with school districts and high schools to offer dual and early enrollment opportunities at reduced fees – if approved by the president – also helps promote these opportunities for high school students, many of whom cannot afford the registration fees and are not yet able to access federal or institutional financial aid.
- These revisions are consistent with *Nevada Revised Statutes* 389.160 under which high school students may receive credit toward graduation from high school for courses taken at a community college or university.

**POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:**

None have been presented.

**ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:**

Retain existing policy.

**COMPLIANCE WITH BOARD POLICY:**

- Consistent With Current Board Policy: Title #\_\_\_\_\_ Chapter #\_\_\_\_\_ Section #\_\_\_\_\_
- X Amends Current Board Policy: Title 4, Chapter 16, Sections 2, 8 and 28
- Amends Current Procedures & Guidelines Manual: Chapter #\_\_\_\_\_ Section #\_\_\_\_\_
- Other: \_\_\_\_\_
- X Fiscal Impact: Yes \_\_\_\_\_ No X \_\_\_\_\_  
Explain: \_\_\_\_\_

**POLICY PROPOSAL**  
**TITLE 4, CHAPTER 16, SECTIONS 2, 8 and 28**  
**Dual and Early Enrollment for High School Students**

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

**Section 2. [K-12 Alignment,] Dual and Early Enrollment for High School Students**

Nevada's adoption of the *Nevada Academic Content Standards* [~~Common Core State Standards~~] will substantially increase the rigor and quality of education in Kindergarten through 12th grade in Nevada – a benefit to the State as a whole, but particularly to Nevada's students, higher education, and the business community. [~~Nevada must ensure that all students across the State who do not achieve the college readiness assessment benchmark will have opportunity in their senior year of high school to address the discipline deficiencies identified through the assessment.~~] *NSHE is committed to working with the secondary education community to help prepare students for post-secondary education and the workforce, including providing opportunities for earning college-level credit while in high school.*

1. *High school students may enroll in an NSHE college or university, subject to the approval of appropriate institution officials.*
2. [~~The~~] *NSHE institutions shall work collaboratively and may enter into agreements or partnerships with [the Nevada Department of Education and the] school districts, public and private high schools, and charter schools to provide early and/or dual enrollment opportunities, including, but not limited to "jump start" programs [ensure that every school district in the State has a transition plan in place by 2015-16]. This subsection does not preclude NSHE institutions from working collaboratively with school districts, local public and private high schools or charter schools to develop high school courses designed to prepare high school students for post-secondary education.*
- [2]3. *NSHE institutions may [enter into agreements with school districts to provide college readiness] offer programs and courses, including but not limited to distance education and early and/or dual enrollment courses/programs, [remedial and 100-level courses] to high school students at a registration fee appropriate to cover at least the costs of the course or program, including but not limited to the instructor's salary, supplies and equipment needed, and appropriate overhead costs. The registration fee must be approved by the President. Institutions must report biennially [annually] to the Board on the programs offered, the number of high school students served, and the approved registration fees charged.*
4. *High school graduates identified as Career and Technical Education (CTE) Program Completers who have earned a State Certificate of Skill Attainment may be given college credits for high school work based on written, articulated program agreements with the Department of Education. This does not preclude local agreements between a community college with a school or school district for granting college credit for 1) expanded credit programs or 2) basic CTE credits if:
  - a) *The CTE program is approved by the State Board of Education; and*
  - b) *A state end-of-program assessment is not available.**

*Grades for all CTE articulated credit shall be S/U.*

5. *High school students who have been officially excused from compulsory school attendance on the condition of equivalent instruction outside the school (e.g., home school) may be admitted and may enroll if, on a case-by-case basis, it is determined that the student is:*

- a) *Equivalent to a high school junior or senior and receives approval from the appropriate institution official; or*
  - b) *Equivalent to a level below a high school junior and is identified by the institution as academically gifted or talented.*
6. *Each college or university may establish performance or testing standards to determine readiness for enrollment or admission when other criteria for admission or enrollment are not met.*
7. *An NSHE institution may, on a limited basis, admit students who have been identified as possessing the abilities and skills necessary for advanced academic work in an alternative program of education for profoundly gifted and talented students that may include degree or non-degree options without reference to the credit limitations established elsewhere in Chapter 16.*
8. *For purposes of this section:*
- a) *The term “high school student(s)” includes students enrolled in a Nevada public or private high school, students enrolled in grades 9, 10, 11, and 12 in a charter school in Nevada, and students formally enrolled in a Nevada school district sponsored program designed to meet the requirements of an adult standard diploma.*
  - b) *Dual enrollment refers to courses or programs for which a high school student receives credit from an NSHE institution and credit toward the total number of credits required for graduation from the high school or the charter school.*
  - c) *Early enrollment refers to courses or programs for which a high school student receives credit from an NSHE institution, but may not necessarily receive credit towards graduation from the high school or the charter school.*

**Section 8. Early Admissions and Enrollment Policy for Secondary Students**

- ~~1. High school juniors and seniors may be admitted and may enroll in a NSHE college or university, subject to the approval of appropriate institution officials.~~
- ~~2. High school graduates identified as Career and Technical Education (CTE) Program Completers who have earned a State Certificate of Skill Attainment may be given college credits for high school work based on written, articulated program agreements with the Department of Education. This does not preclude local agreements between a community college with a school or school district for granting college credit for 1) expanded credit programs or 2) basic CTE credits if:
 
  - ~~a) The CTE program is approved by the State Board of Education; and~~
  - ~~b) A state end-of-program assessment is not available.~~
 Grades for all CTE articulated credit shall be S/U.~~
- ~~3. Students below the high school equivalent of junior level who are identified as academically gifted or talented by the school district and recommended by the high school principal will be reviewed on a case-by-case basis for enrollment status in credit courses. Otherwise, high school students below the junior level may enroll for zero credits in Community Services courses only.~~
- ~~4. High school students who have been officially excused from compulsory school attendance on the condition of equivalent instruction outside the school (e.g., home school) may be admitted and may enroll if, on a case-by-case basis, it is determined that the student is:
 
  - ~~a) Equivalent to a high school junior or senior and receives approval from the appropriate institution official; or~~~~

- b) ~~Equivalent to a level below a high school junior and is identified by the institution as academically gifted or talented.~~
- 5. ~~Each college or university may establish performance or testing standards to determine readiness for enrollment or admission when other criteria for admission or enrollment are not met.~~
- 6. ~~An NSHE institution may, on a limited basis, admit students who have been identified as possessing the abilities and skills necessary for advanced academic work in an alternative program of education for profoundly gifted and talented students that may include degree or non-degree options without reference to the credit limitations established elsewhere in Chapter 16.~~

**Section 28. State College – Admission Requirements**

- 1. The following high school course admission requirements will apply for freshman admission to the state college:

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- [5. ~~High school seniors may be permitted to enroll, prior to actual graduation, under the following conditions:~~
  - a) ~~High school students who are at least 15 years of age may enroll as non-degree students in a maximum of six undergraduate credits or equivalents per semester.~~
  - b) ~~Provisional freshman admission is offered to qualified high school students who have completed the junior year with a minimum 2.0 grade point average reported on an official high school transcripts. Students must submit final official high school transcripts indicating award of diploma immediately upon graduation.]~~

RENUMBER SECTIONS 9 THROUGH 40 AS SECTIONS 8 THROUGH 39.

**POLICY PROPOSAL**  
**TITLE 4, CHAPTER 17, SECTION 12**  
**Reduced Fees for High School Students**

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

**Section 12. Special Reduced Tuition and Fees**

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3. [~~Nevada resident high school students may enroll in a distance learning course delivered to an off-campus site for a \$50 registration fee per course if the course fee is approved by the institutional president. The term "high school students" includes students formally enrolled in a school district sponsored Adult Education High School Diploma programs.~~]

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RENUMBER SUBSECTIONS 4 THROUGH 6 OF THIS SECTION 12 AS SUBSECTIONS 3 THROUGH 5.

NEVADA SYSTEM OF HIGHER EDUCATION

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

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PREPARED BY  
THE NSHE ACADEMIC AFFAIRS COUNCIL



AUGUST 2016

# University of Nevada, Las Vegas

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## **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](mailto: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

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## 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](mailto:dan.gianoutsos@unlv.edu) / 702-774-4612

# University of Nevada, Reno

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## 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....

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 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.

# University of Nevada, Reno

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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.

# University of Nevada, Reno

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(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

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?

In the “College Preparedness Initiative” partnership with Washoe County School District and TMCC, UNR coordinates high school teachers to teach UNR’s curriculum for MATH 095 and MATH 096 to selected WCSD high school seniors who have been evaluated to be nearly college ready in mathematics. The courses are taught in the high school and at no cost to students. These students take UNR’s exams and use UNR’s online homework system. No academic credit is offered as these are not college-level courses, however students who score above UNR’s passing score on MATH 096 are guaranteed placement into college-level mathematics upon matriculation at UNR or TMCC.

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.

N/A

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

## Enrollment

- For Fall 2015, UNR had 99 unique students who took 101 courses (some students took more than one course).
- For Spring 2016, UNR had 88 unique students who took 88 courses.

Note - Many of these students took a course both in fall and spring. There were 108 unique students in this category over the 15-16 academic year.

# Nevada State College

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## 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....

**At present, Nevada State College does not have a formal dual credit agreement with a local school district. We have been working to establish a relationship with Basic High School (followed by 2 to 3 other strategically selected schools) to offer a range of dual credit opportunities to their students, but we remain in the planning stages (with an aspirational goal to enroll students in the program for fall 2016).**

**In the past we maintained several small-scale dual credit programs with area high schools. However, these programs were suspended for multiple reasons (e.g., insufficient resources, inadequate academic rigor) and the institution pledged to re-establish higher quality dual credit programs with select high schools.**

- (b) Can high school students access your courses for dual enrollment/credit outside of such an agreement? **High school seniors can enroll as non-degree seeking students as long as they are at least 15 years old. There is a maximum of 6 credits per semester.**

### 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.

**As we work to forge a relationship with Basic High School, our plan is to charge \$25 per credit for dual enrollment courses, with an additional \$25 distance education fee for fully online courses (which represents a significant reduction from the standard fee rate for NSC coursework). Historically, these fees have been paid by the high school students or their parents/guardians.**

**Class materials (namely textbooks) are the only other consistently anticipated expense associated with dual enrollment courses. Nevada State College has not covered these expenses in the past and does not have plans to absorb the cost in the future. In some instances, former dual credit partner high schools purchased textbooks for recurring courses (to be used by students enrolled in that particular term, then rolled over to different students in a subsequent term).**

- (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.

**High school students who are permitted to enroll in classes as non-degree students are charged regular fees (application, registration fee, technology fee, student success fee).**

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

**This process remains under development, but our goal is to establish a simple and streamlined process for students who wish to enroll in dual credit courses. In the past, representatives from the NSC Offices of Recruiting or Admissions & Records have visited the dual credit high school for a “registration day” to enroll students into the appropriate course (or courses) and collect payment. However, our ability to implement a similar system may not be permitted by our current level of resources.**

## 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?

**Our intent is to primarily offer lower division, gateway courses to high school students who participate in a dual credit program. In particular, we strive to offer courses that:**

- 1) Are likely to be of comparatively high interest to high school students (e.g., Introductory Psychology)**
- 2) Will likely apply to a wide array of degree programs so that the student will still be able to utilize the credit even if he is undecided or chooses to switch majors (e.g., core curriculum/general education courses).**

**Yes, students do have access to distance education classes (provided that they meet the stipulations listed above).**

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

**None outside of the normal restrictions (e.g., pre-requisites; an appropriate academic plan).**

- (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 high school student may be permitted to enroll in a course without the formal pre-requisite(s) if the academic department determines that the student is prepared to take the class. Generally, a recommendation from the instructor is required, both from the high school and the instructor teaching the course at NSC.**

## 5. Credit

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

**No. Courses must be on the CCSD master list of approved dual credit courses.**

- (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 only restriction is in regards to the number of credits that they can apply to their program of study as a non-degree seeking student, which presently is at 32.**

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?  
**Currently, we do not offer classes on a high school campus.**

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.  
**Currently, we do not have any programs of this nature.**

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

**We have a commitment to establishing high quality dual enrollment programs on our campus, but our desire to rectify the shortcomings of prior dual enrollment efforts has lengthened the amount of time needed to implement the program.**

**Enrollment:** As of July 2016, 6 high school students dual enrolled or early enrolled at NSC.

# College of Southern Nevada

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## **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....

#### **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

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## **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

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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](http://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](http://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](http://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

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## 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](http://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

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## 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

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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 11<sup>th</sup> and 12<sup>th</sup> 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

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## **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

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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

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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.



# Great Basin College

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## 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

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## 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](http://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

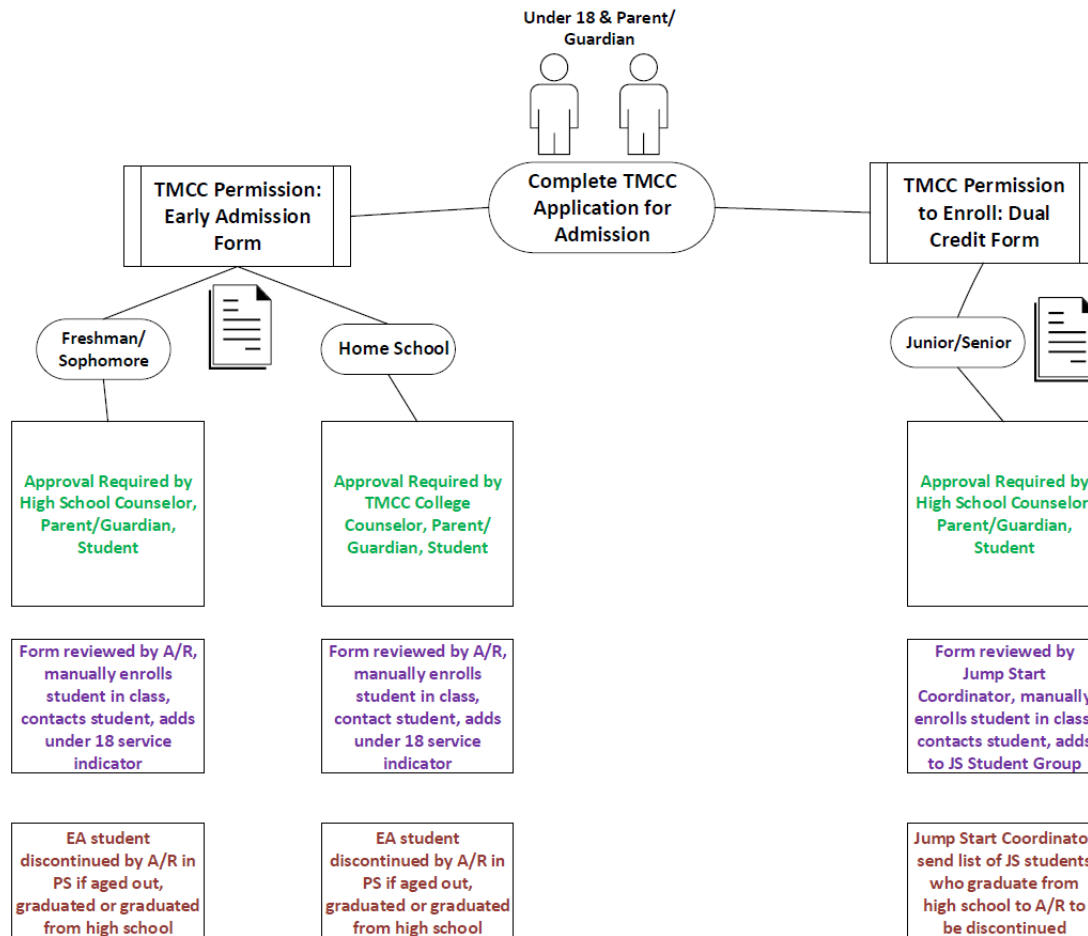
- (a) What fees are charged to the student for the dual enrollment/credit classes under the agreement with local school districts? Are these fees discounted? Are the fees paid by the school district, the high school or the student? Who pays any related fees for books, parking, etc...? Are students taking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

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## 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](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

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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 10-12<sup>th</sup> 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

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## **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 11<sup>th</sup> 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

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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 11<sup>th</sup> and 12<sup>th</sup> 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 11<sup>th</sup> 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

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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 11<sup>th</sup> and 12<sup>th</sup> grade students to take 15 credits a semester (modeled after the NSHE “15 to Finish” program). Students who begin in the 11<sup>th</sup> 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.