

Mississippi Department of Education Official Guidance for Dual Credit Process

A **dual credit student** is a student who is enrolled in a Mississippi postsecondary institution (community college, CC, or institution of higher learning, IHL) while enrolled in high school **and** who is receiving high school credit and college credit for postsecondary coursework. **For accountability purposes, a student must receive high school credit and credit for a course within the IHL academic general education core for the data to count toward the school's acceleration piece.**

A **dual enrolled student** is a student who is enrolled in a Mississippi postsecondary institution while enrolled in high school. **The student's college credit does not earn high school credit and does not count toward a district's accountability model.**

Eligibility Requirements

Students must meet **all** the following in either Option One **or** Option Two to be eligible to take **academic** general education courses as dual credit:

- **Option One:** Students may be admitted to a dual credit program with a minimum overall 3.0 GPA on a 4.0 scale on all high school courses **and** with successful completion of 14 core Carnegie units and/or high school junior status. To enroll in dual credit mathematics or English Language Arts courses, students must meet the requirements to enter without remediation. Each student seeking admission to this program must submit an unconditional written recommendation from his/her high school principal or guidance counselor.
- **Option Two:** Students may also be admitted to the dual credit program with a minimum of an overall 3.0 GPA on all high school courses **and** a minimum composite ACT score of 30 or the equivalent SAT score. Each student seeking admission to this program must submit an unconditional written recommendation from his/her high school principal or guidance counselor.

NOTE: The courses eligible for dual credit are determined by the Mississippi postsecondary institutions in collaboration with the MDE. The "Dual Credit" list in the approved course code manual includes college course titles. Only the courses designated as "Dual Credit" will be available for students to earn dual credit. **There is no longer a need to develop course content equivalents between high school courses and college courses.** Developmental education courses **cannot** be taken for dual credit.

High School Carnegie Unit Equivalency - One (1) three-hour university or community/junior college course is equal to one (1) high school Carnegie unit.

Students enrolled in eligible CTE courses may have different requirements. For more information, contact the CTE office at (601) 359-3461.

Steps for School Districts

1. A Memorandum of Agreement between the LEA and the MS postsecondary institution shall be established **prior** to the enrollment of students in a dual credit course.

The following components must be contained at a minimum in the agreement:

- Courses and programs available to students eligible to participate in dual credit, including a plan for the CC/IHL to provide guidance services.
- The process by which parents and students are notified of the option to participate (i.e., inclusion in the student handbook).
- The process by which students and parents exercise their option to participate. It is important that parents and students understand the concept of academic control and responsibility. The high school is not the responsible party for monitoring of the student's academic performance at the CC/IHL.
- High school credits earned for completion of a dual credit course.
- High school graduation requirements met through completion of dual credit courses.
- Eligibility criteria for student participation in dual credit courses and programs.
- Institutional responsibilities for student screening prior to enrollment and monitoring of enrolled students.
- Institutional and/or school district responsibilities for the cost of dual credit courses and programs.
- Responsibility for providing student transportation. It is important to stipulate the responsible party for transporting students to the college campus.
- Mechanisms and strategies for promoting "Career and Technical Education" programs of study.

2. Ratify the articulation agreement between the MS postsecondary institution and the school district by the local school board.

3. High School Counselors will work in conjunction with the MDE and the MS postsecondary institution partner to ensure that scheduled courses correctly represent the credits that are awarded at the high school level.

This guidance is provided in reference to sections 37-15-38 and 37-15-39, MISSISSIPPI CODE OF 1972, in order to revise and clarify the provisions relating to dual enrolled students and dual credit students.

More detailed guidance on Dual Credit courses is available on the MDE website and at the MDE Office of Secondary Education at 601-359-3461.