

## POSTSECONDARY OPTIONS/CONCURRENT ENROLLMENT

The district will provide students with the opportunity to earn dual credits which may be applied to high school graduation requirements and post-secondary degree requirements. These dual credits may be earned in district approved post-secondary institutions with the approval of the high school principal/counselor/designee and parent.

## PROCEDURE

Students seeking to earn dual credits from a post secondary institution for the purpose of earning college/vocational credit and high school credit must observe the following procedures to secure approval to enroll in the post-secondary course and earn dual credit.

1. Students must notify the principal through the application process at the time of registration of their intention to seek approval for dual credit courses. The courses must be listed in the registration book. Courses not listed must be reviewed by the district approved post-secondary institution and the high school principal/counselor/designee before approval is granted to the student to allow enrollment in the course.
2. Students seeking approval for dual credit coursework must be full-time students during the semester they intend to be enrolled in a dual credit class.
3. Students not successfully completing a dual credit course may lose eligibility for additional dual credit courses.
4. Students will be responsible for all costs associated with securing admittance into the post-secondary institution, tuition, transportation, and miscellaneous expenses.
5. Watertown School District may assist with the cost of dual credit courses for students meeting the eligibility guidelines for the assistance program.

The following factors shall be considered in the high school principal's/counselor's/designee's determination of whether a student will be allowed to enroll in a dual credit course:

1. The course is to be taken from a district approved post-secondary institution;
2. The course is a credit bearing course and earned credit may be applied to high school graduation requirements and/or post secondary degree;
3. The course is graded with a letter grading system of A, B, C, D, or F; letter grades of pass or fail are not acceptable.
4. The course meets all other requirements established by the Board.

Successful completion of the course and grading for the dual credit course shall be determined by the post-secondary credit granting institution.