

**DUAL ENROLLMENT
ARTICULATION AGREEMENT**

Florida Virtual School

and

**The District Board of Trustees
of Daytona State College**

2023-2024



TABLE OF CONTENTS

1. Notification Process
2. Programs Authorized for Dual Enrollment
3. The Dual Enrollment Process
 - a. Registration Deadlines and Start Dates
 - b. Drops/Withdrawals
 - c. High School Students with Disabilities
4. Eligibility Requirements
 - a. Initial Eligibility
 - b. Eligibility for Continued Enrollment
5. High School Credit Earned for the Passage of Each Dual Enrollment Course
6. Information Regarding College Level Course Expectations
7. Exceptions to the Required Grade Point Average (GPA)
8. Registration Policies
9. Exceptions to Faculty Rules and Guidelines
10. Faculty Exceptions to Student Handbook Rules
11. Responsibilities of FLVS Regarding Student Eligibility and Monitoring
 - a. GPA monitoring
 - b. Student Behavioral Expectations
 - c. Students in Dual Enrollment Classes on the High School Campus
12. Transmitting Student Grades to FLVS
13. Dual Enrollment Funding
14. Transportation
15. Miscellaneous Provisions

Appendix "A" Dual Enrollment Course Equivalency Checklist

This agreement between the District Board of Trustees of Daytona State College (DSC) and Florida Virtual School (FLVS or School) is made in compliance with Section 1007.271(21), Florida Statutes which mandates dual enrollment articulation agreements between college district boards of trustees and schools.

The term of this agreement shall be one (1) year, commencing on July 1, 2023, and remaining in effect through and including June 30, 2024, unless terminated before such date in accordance with the terms of this agreement. During the term of this agreement, either party may request to renegotiate the agreement, with any modification requiring the approval of Florida Virtual School and the DSC Board of Trustees. Should either party wish to terminate this agreement prior to the expiration date, they may do so by providing the other party with thirty-days advance written notice.

The Daytona State College Articulation Committee will arrange a meeting of appropriate personnel to review and update this agreement annually. The committee consists of the following:

Daytona State College:

Dr. Amy Locklear, Executive Vice President and Provost
Dr. Erik D'Aquino, Vice President, Enrollment Management
Michelle Goldys, Dean, Enrollment Services

Florida Virtual School:

Daniele Shick, Principal, Florida Virtual High School
Natalie VanHook, Assistant Principal, Florida Virtual High School

1. NOTIFICATION PROCESS

FLVS and DSC will inform all eligible secondary students of dual enrollment opportunities via standard communication methods as prescribed in the Florida Statutes and State Board of Education Rules. FLVS will supply DSC with necessary student data. DSC will send a copy of any recruitment information to FLVS before distributing to FLVS students; likewise, FLVS will send a copy of any recruitment information to DSC before distributing to FLVS students.

Students and parents will be informed about the dual enrollment program during middle and high school parent nights and registration meetings. FLVS will also post the dual enrollment guide on the school website.

The college will send informational letters and/or emails to parents and will conduct dual enrollment workshops during Open House events, if any. DSC will also maintain a dual enrollment website which will include copies of the articulation agreement, the Dual Enrollment Guide, and other dual enrollment information.

2. PROGRAMS AUTHORIZED FOR DUAL ENROLLMENT

The following programs and all of the required courses listed in the Daytona State Catalog (excluding course restrictions listed in section 4 of this agreement) are authorized for dual enrollment. A list of courses and high school credit that is awarded for those courses can be found in Appendix A.

A. ASSOCIATE OF ARTS (AA) DEGREE

Students may enroll in courses listed in the AA program guide, with the exception of courses that are less than three credit hours or private lesson courses.

B. ASSOCIATE OF SCIENCE (AS) PROGRAMS

Accounting Technology	Early Childhood Education
Architectural and Building Technology	Electronics Engineering Technology
Broadcast TV Production	Engineering Technology
Business Administration	Environmental Science Technology
Computer Engineering Technology	Hospitality Management
Computer Information Technology	Interior Design Technology
Computer Programming and Analysis	Music Production Technology
Criminal Justice	Networking Systems Technology
Culinary Management	Office Management
Database Technology	Paralegal Studies
Digital and Interactive Media Production	Photographic Technology
Drafting and Design (CAD)	

C. COLLEGE CREDIT CERTIFICATE PROGRAMS

Accounting Technology Management	Drafting and Design Technology
Accounting Technology Operations (Tax)	Engineering Technology Support Specialist
Applied Technology Specialist	Information Technology Analysis
Audio/Recording Technology	Kitchen and Bath Specialization
AutoCAD Foundations	Marketing, Sales, and Service
Baking & Pastry Arts	Network Infrastructure
Business Management	Network Server Administration
Business Operations - Entrepreneurship	Network Support Technician
Broadcast TV Production	Office Management
Computer Aided Design and Drafting	Office Support
Computer Programming	Web Development Specialist
Culinary Arts	

D. VOCATIONAL CERTIFICATE PROGRAMS (CAREER DUAL ENROLLMENT)

***Students must be 16 years old by the start of the semester to participate.**

Air Conditioning, Refrigeration and Heating Mechanic (ATC Campus)
Air Conditioning, Refrigeration and Heating Technology (ATC Campus)
Automotive Collision, Repair and Refinishing (ATC Campus)
Automotive Service Technology (ATC Campus)
Baking and Pastry (Daytona Campus)
Construction Technology (ATC Campus)
Machining (ATC & New Smyrna Campus)
Welding Technology (Daytona Campus)

E. BACHELOR'S DEGREES

All Bachelor's degrees are two plus two programs. Students must have the required Associate degree and be admitted to the program to take bachelor's level courses. Students must complete the pre-requisites for the programs while they are in the Associates program, and meet all additional eligibility requirements to participate in a Bachelor's program.

- Bachelor of Applied Science, Supervision and Management
- Bachelor of Science in Information Technology
- Bachelor of Science in Engineering Technology

- Electrical Engineering Technology Concentration
- Bachelor of Science in Education
- Elementary Education
 - Exceptional Education
 - Secondary Biology Education
 - Secondary Chemistry Education
 - Secondary Earth/Space Science Education
 - Secondary Mathematics Education

- Dual enrollment students are limited to two online courses per 15-week semester, with the exception of students who have earned at least 30 college credits and have a minimum 3.5 DSC GPA.
- Students enrolled in the Bachelor of Applied Science in Supervision & Management (BAS), Bachelor of Science in Engineering Technology (BSET), & Bachelor of Science in Information Technology (BSIT) programs 100% online.
- QUANTA students will be permitted to take 3 online courses per semester.
- All courses for dual enrollment must have Department of Education (DOE) approval.
- Students may not enroll in courses with temporary numbers.
- Students may enroll in hybrid courses that include both a classroom and on-line component.

Dual Enrolled students are **not** eligible to enroll in the following:

- Developmental courses
- Courses that are less than three credit hours
*With the exception of students in the Music Production and QUANTA Honors programs.
- Private lesson courses
- Limited access programs/courses with clinical requirements
- Physical Education courses

While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses which some parents may object to for minors. Courses will not be modified to accommodate variations in student age and/or maturity.

3. THE DUAL ENROLLMENT PROCESS

Students will begin the process by speaking with their school counselor to determine college readiness, and GPA requirement. Once eligibility is confirmed, students will complete a DSC admissions application, then proceed with placement testing, or provide existing scores/alternative placement verification. Next, students are required to complete orientation and a new student advising session, which covers eligibility requirements, programs, how to select courses, campus resources, as well as how to access their MyDaytonaState and FalconMail. Students will then discuss their course selections with their school counselor, who will approve courses based on high school graduation requirements and intended major. Students will complete and submit a dual enrollment form with course requests, signed by their parent and school counselor, which will then be reviewed and processed by an academic advisor. Students will receive email confirmation of their enrollment, along with instructions to view their schedule and obtain their books.

Student course limits are as followed:

Grade	Number of Credits per Semester
9	3
10	6
11	6 *May take up to 9 with minimum cumulative 3.5 DSC GPA
12	6 *May take up to 9 with minimum cumulative 3.5 DSC GPA

Students in 11th and 12th grade that live near in the service district of Volusia and Flagler Counties may enroll in additional face-to-face or hybrid courses, up to 15 credit hours total per 15-week semester at DSC during the Fall and Spring semesters at the discretion of their FLVS school counselor. Additionally, eligible students may be eligible to enroll under the early admission guidelines. Students will not be permitted to take more than nine credits in a sub-session (A/B session). Students may take an additional one credit hour per semester for any needed lab if their cumulative college GPA is 3.0 or above. In addition, graduating seniors may take up to 18 credit hours in the spring semester of his/her graduating year if the extra class allows the student to complete their degree.

During the Summer semester, students may take no more than 14 credit hours (two classes in the “A” term, two classes in “B” term, and two extra credit hours for labs, if needed). Ten-week courses will be counted in the “A” term credits.

Students must declare a major on the dual enrollment form. Students may only take classes required for their declared major and may only complete one major at a time. Students in an Associate of Arts program must take SLS1122-Managing Your Success during their first semester and complete the General Education requirements and any pre-requisite course(s) needed to transfer into their intended bachelor’s degree program before they will be permitted to take other elective courses.

Students may take face-to-face, online, hybrid or mixed mode courses.

Dual enrolled students who wish to drop or withdraw from classes are required to meet the deadlines posted in the DSC calendar. Links to the appropriate semester Academic Calendar can be found at <https://daytonastate.smartcatalogiq.com/2023-2024/college-catalog/>

Students are responsible for informing the DSC Admissions Office if they change schools. Grades are distributed to schools based on the school that the Admissions Office has on record for each student.

All students will have access to their schedule and grades through their MYDAYTONASTATE portal located at: <https://paprd.daytonastate.edu/psp/PAPRD/?cmd=login>. All new students are required to complete a new student advising session, which will teach each student how to log into the student portal to access their accounts. DSC does not mail grades to students. Grades will be provided to each respective school, and students can access their grades through their MyDaytonaState student portal.

Dual enrollment grades are entered on both the high school and college permanent transcripts. Dual enrollment courses are weighted the same as AP, IB, and AICE courses.

Dual enrollment students will be required to follow all policies and procedures that are included in the DSC Academic Catalog, Dual Enrollment Guide, and Student Handbook. The Catalog, Dual Enrollment Guide and Handbook can be found online at the DSC website at www.daytonastate.edu.

Dual enrollment students are eligible to file appeals for administrative drop, late withdraw, or to request to change a grade from an “F” to a “W”. Supporting documentation of extenuating circumstances will be required. Appeal forms and instructions can be found at: <http://www.daytonastate.edu/recreg/forms.html>.

Dual enrolled students who are graduating from DSC must apply for graduation and pay the required graduation fee. Instructions for applying to graduate can be found at: <http://www.daytonastate.edu/recreg/gradapply.html>

Students who are graduating with an Associate of Arts degree who successfully completed two foreign language courses in high school are required to submit an official high school transcript to DSC to document the awarding of credit for foreign language course(s).

A. REGISTRATION DEADLINES AND START DATES

Fall 2023 Registration Begins: April 6, 2023

Fall Classes Begin:

Fall A and 15-week	August 28
Fall B	October 23

Spring 2024 Registration: Begins November 2, 2023

Spring Classes Begin:

Spring A and 15-week	January 16, 2024
Spring B	March 18, 2024

Summer 2024 Registration: Begins April 4, 2024

Summer Classes Begin:

Summer A and 10-week	May 16, 2024
Summer B	July 1, 2024

Dual enrolled students will be required to apply, test, and submit registration form by the dual enrollment deadlines established for each semester.

Deadlines will be posted on the Academic Calendar and dual enrollment website - <https://www.daytonastate.edu/DE>

B. DROPS/WITHDRAWALS

Students can request to be dropped from dual enrollment courses during the add/drop period posted on the Academic Calendar. FLVS is not charged for courses that are dropped during this period.

Students must complete a drop/withdraw form signed by their school counselor before they are permitted to drop or withdraw from a course. The student must submit the form to DSC, in order to officially drop/withdrawal from the course.

Once the add/drop period ends, the withdrawal period begins. If a student withdraws from a course a “W” grade is entered on the student’s transcript. The “W” does not count toward the student’s GPA; however, it does count as a course attempt and can impact a student’s continued eligibility.

Students reported by faculty as inactive after the withdrawal deadline will be administratively withdrawn and assigned a grade of “W1”, which will not impact a student’s GPA, but will count as a course attempt.

FLVS is responsible for tuition costs associated with withdrawn courses.

The drop and withdraw dates are listed below and are also available on the college website on the Academic

Calendar. Withdrawal forms should be obtained in advance due to processing time requirements of FLVS.

	Fall Full Term (15-week)	Fall A	Fall B
Drop Deadline	August 30, 2023	August 29, 2023	October 24, 2023
Withdraw Deadline	November 3, 2023	September 29, 2023	November 27, 2023
	Spring Full Term (15-week)	Spring A	Spring B
Drop Deadline	January 18, 2024	January 17, 2024	March 19, 2024
Withdraw Deadline	March 29, 2024	February 16, 2024	April 19, 2024
	Summer A	Summer 10-week	Summer B
Drop Deadline	May 17, 2024	May 20, 2024	July 2, 2024
Withdraw Deadline	June 12, 2024	July 2, 2024	July 24, 2024

C. HIGH SCHOOL STUDENTS WITH DISABILITIES

FLVS has no obligation to provide updated evaluations for exiting ESE school students. However, the student must provide documentation that reflects the student's most updated information to help determine reasonable accommodations at the college level. Dual enrolled students are required to comply with DSC's student disabilities policies and procedures.

DSC provides reasonable accommodations at no cost to dual enrollment students in need of accommodations who submit written documentation from licensed medical or mental health professionals that state they have disabilities as defined by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA) as it relates to Higher Education. School Individualized Education Plans (IEP's) are not considered documentation of a disability for college accommodations. Previous accommodations received while in school or at other educational institutions will be re-evaluated to determine appropriateness at DSC. DSC does not provide personal services such as transportation or personal care assistants.

Dual enrolled students who request reasonable accommodations based on a documented disability must comply with the following procedures:

- Students must be accepted for admission at DSC, submit required documentation, and meet with a Counseling and Accessibilities Advisor (CAS) advisor to complete the intake process.
- The documentation must show that the student's disability significantly interferes with one or more major life functions (i.e., seeing, hearing, learning, speaking, or walking).
- Students must submit documentation in written form on official letterhead signed and dated by a licensed medical doctor, psychiatrist or mental health practitioner and include a complete evaluation with a diagnosis consistent with the Diagnostic & Statistical Manual of Mental Disorders 4th edition (DSM-IV-TR). The documentation submitted must clearly state how the disability substantially interferes with the student's functional limitations within the college academic setting.
- It is the student's responsibility to contact a CAS advisor in advance of enrollment to arrange for the

accommodations they may need in order to be successful during their DSC educational experience.

4. ELIGIBILITY REQUIREMENTS

A. INITIAL ENROLLMENT

Students must meet the following eligibility requirements to be eligible to participate in the dual enrollment program:

- Be enrolled in grade 6th through 12th grade.
- Have a 3.0 unweighted cumulative (high school) GPA for grades 6-11 at the time of application or 3.0 weighted cumulative GPA for high school seniors at time of application.
- Obtain eligible college-ready test scores through the PERT, ACT/PreACT and/or SAT/PSAT NMSQT (PSAT 10) in all three sections (Reading, Writing/English and Math) by the test score deadline.
- For College Credit (A.A. degree, A.S. degree, A.S. certificate), qualifying test scores on one of the following:

SAT

Critical Reading - ≥ 24 and ≥ 25 Writing	ENC1101 English Composition I
Math - ≥ 24	MAT1033 Intermediate Algebra/MGF2106
≥ 26.5	Survey in Mathematics/MGF2107 Liberal Arts Math
	MAC1105 College Algebra

ACT

Reading ≥ 19 and ≥ 17 English	ENC 1101
Math ≥ 19	MAT1033/ MGF2106
≥ 21	Survey in Mathematics/MGF2107 Liberal Arts Math
	MAC1105

Post- Secondary Education Readiness Test (PERT)

Reading ≥ 106 and Writing ≥ 103	ENC1101
Math 114 – 122	MAT1033, MGF2106, MGF2107
123 -134	MAC1105
135-144	MAC1140, MAC1114, STA2023
145-150	MAC2233, MAC2311

Alternative methods to common placement tests. Pursuant to section 1008.30, F.S., Florida College System institutions may use alternative methods in lieu of the common placement tests to assess student readiness for college-level work in communication and computation. DSC will recognize scores and grades on alternative methods specified below as valid for placement purposes for a minimum of two years. DSC shall accept scores on the public high school transcript in addition to official score reports from the issuing entity listed in this subsection as an official record.

PSAT/NMSQT (PSAT 10), The College Board Standard Score

Reading Test 24
Writing and Language Test 25
Mathematics Test 24

PreACT®

Reading 22

English 18
Mathematics 22

End-of-Course Assessments

Algebra 1 End-of-Course Assessment 4
Geometry End-of-Course Assessment 4

ALEKS® PPL

Mathematics 30

Performance in high school coursework. Any student who has an unweighted high school GPA of 3.0 and achieves a grade of “B” or better in any of the courses listed below shall have demonstrated readiness for college-level work. DSC accept courses and grades on the public high school transcript as an official record.

1. Courses Taught at a Florida Public High School

Mathematics

Algebra 1/Algebra 1 Honors
Algebra 2/Algebra 2 Honors
Pre-Calculus
Calculus
Geometry
Probability and Statistics
Math for College Algebra
Math for College Statistics
Math for College Liberal Arts
English Language and Literature
English 4/English 4 Honors

2. Accelerated High School Courses

Mathematics

Advanced International Certificate of Education (AICE) high school mathematics courses
Advanced Placement (AP) high school mathematics courses
International Baccalaureate (IB) high school mathematics courses

English Language and English Literature

Advanced International Certificate of Education (AICE) high school English courses
Advanced Placement (AP) high school English courses
International Baccalaureate (IB) high school English courses

Credit-by-examination. Students achieving passing scores and receiving credit for college-level communication or computation pursuant to the credit-by-examination equivalency list in Rule 6A-10.024, F.A.C., shall have previously demonstrated readiness for college-level coursework.

- Students pursuing a Career (Vocational) Certificate must have a 2.0 or higher unweighted high school GPA and take the CASAS for Career & Technical Training before starting the certificate program. Students must obtain the required exit score for the program in order to graduate from DSC with a certificate in their area of study. Students who have tested into ENC1101 and MAT1033 on the PERT, SAT, or ACT or have taken ENC1101 and MAT1033 are exempt from CASAS testing.

- There is no cost for the initial PERT attempt at DSC; however, students who retake all or part of the test at DSC will be assessed a \$10 cost at the time of testing. Students may also be eligible to take the PERT on their high school campus (if offered). Attempts at the high school do not count toward the college attempts.
- There is no limit to the number of times a student may take the PERT, but they must wait 24 hours before retesting.
- Students may register for courses that do not require math as a pre/co-requisite if they do not pass the math portion of a placement exam. Additionally, students who pass the math but not the reading/writing portion of the exam may register for math courses but may not register for other courses.
- Students must also meet all other requirements of this agreement, including pre-requisites or co-requisites; however, students who are concurrently enrolled in a high school AP, IB, or AICE English course will be considered to have met the English pre-requisites or co-requisite for DSC courses, with the exception of ENC 1102. Verification of the student's AP, IB, or AICE enrollment or credit will be required at registration.
- Students must have acceptable attendance and satisfactory conduct at their school in order to participate in the dual enrollment program.
- New students may begin in the Fall and Spring terms only.

B. ELIGIBILITY REQUIREMENTS FOR CONTINUED DUAL ENROLLMENT

- Students must maintain a minimum 3.0 unweighted high school GPA, or 3.0 weighted high school GPA for seniors (2.0 for Career/Vocational) to continue to participate in the dual enrollment program.
- Dual enrollment students must have a minimum 2.0 cumulative college GPA in order to continue participating in dual enrollment.
- Students who earn a grade of "F" or "W1" will be required to repeat the course in which they earned the "F" or "W1" grade during the subsequent semester. Students will not be permitted to take other courses during this semester. Students must have a 3.0 or higher unweighted, cumulative high school GPA, and meet the DSC 2.0 cumulative GPA requirement in order to repeat the course (students can repeat the course during a full 15-week term, or during an A term; if they earn a grade of "C" or better they can continue in additional courses during the B term).
- When repeating the course, the student must earn a "C" or better in order to be eligible to continue to participate in the dual enrollment program.
- Dual Enrolled students may not attempt the same course at the college more than two times.
- Each time a student takes a course and receives either a grade, "W" (withdrawal) or "W1" (administrative withdrawal) on their transcript it will be counted as an attempt at that course.
- If a dual enrolled student earns a grade of "W" "F" or "W1" in more than one semester, they will no longer be eligible to participate in dual enrollment courses. Exceptions may be granted in cases of extenuating circumstances, which must be submitted in writing with supporting documentation and submitted through the high school counselor to Daytona State's Dual Enrollment Coordinator.

- Students who earn a “D” in a course, but still meet the GPA requirements for both high school (unweighted, cumulative 3.0) and college (cumulative 2.0), are permitted to repeat the course in which they earned a “D” grade; however they may only enroll in that course during the following semester (students can repeat the course during a full 15-week term or during an A term; if they earn a grade of “C” or better they can continue in additional courses during the B term).
- Students who earn a “D” during their first semester of dual enrollment are exempt from the college GPA requirement for that semester only. The student must not have failed any other courses that semester and must also meet the high school GPA requirement to be permitted to repeat the course.
- Grade forgiveness applies when students repeat a course in which they earned a grade of "D" or "F". A student may not repeat courses in which a grade of "C" or better was earned. Once a course is repeated, the highest grade earned will count in the DSC GPA. Students should check with their intended transfer institution to determine if that institution will honor Grade Forgiveness awarded at DSC.
- Students who have graduated from high school or who are on track to graduate before the completion of the course are not eligible to participate in the dual enrollment program.
- Fifth year seniors are not eligible to dual enroll, with the exception of students with an IEP who have deferred graduation.
- Students who have completed the requirements for the degree they are seeking may only continue in the dual enrollment program if they graduate with their degree and admit under a new eligible program and may only take the courses required for that program.
- Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. In such cases, the college instructor will refer the student to the DSC Judicial Affairs office at the college where a decision will be rendered.
- Students who are denied future dual enrollment due to college GPA, course withdrawal, or failing grades may file an appeal following DSC’s appeal process. Acceptable appeals may be based on student illness, family emergency, or other extenuating circumstances that prevented the student from successfully completing the course(s). Documentation will be required, including the student’s plan to ensure future success.
- Parents and students should be aware that failure to make satisfactory progress in dual enrollment courses may have an impact on the student’s future financial aid eligibility.
- All college courses and grades will remain a permanent part of the student’s high school and college transcript and will affect financial aid eligibility.

5. HIGH SCHOOL CREDIT EARNED FOR THE PASSAGE OF EACH DUAL ENROLLMENT COURSE

Credit for Dual Enrollment courses will be awarded as established by the Florida Department of Education and listed in the Dual Enrollment Course – High School Subject Area Equivalency List (Appendix A). All college credit courses not included on this list will be awarded .5 elective credits on the high school transcript. Dual enrollment courses must be weighted the same as Advanced Placement, International Baccalaureate, and Advanced International Certificate of Education courses when the GPA is calculated.

6. INFORMATION REGARDING COLLEGE LEVEL EXPECTATIONS

Dual Enrollment courses (including those offered on the high school campus) meet the curricular expectations and are at the same depth and rigor of non-dual enrollment post-secondary institutions. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA which can impact future financial aid eligibility as well as transferability. Information is provided to parents in the Dual Enrollment Guide that is distributed to students by the DSC academic advisors and posted on the DSC website each academic year. Information regarding course level expectations can be found on the Dual Enrollment page of the Academic Advising website at <https://www.daytonastate.edu/DE>.

7. EXCEPTIONS TO THE REQUIRED GRADE POINT AVERAGE (GPA)

Students will be permitted to take SLS 1122, Managing Your Success, if they have a minimum 2.5 unweighted high school GPA, a minimum score of 84 on the PERT reading section, and a minimum score of 90 on the PERT writing section, or a minimum score of 17 on the ACT Reading, and a minimum of 15 on the ACT Writing, or a minimum score of 22 on the SAT Reading, and a minimum score of 23 on the SAT Writing. Students under this exception who earn a B or higher in SLS 1122 may move on to SLS2301 only without retesting.

Students who wish to appeal for a GPA exemption must meet the following requirements:

- Have at least a 2.8 cumulative, unweighted high school GPA
- Submit a request for an appeal to the FLVS Assistant Principal at least six weeks prior to the start of the college semester.
- Obtain a letter of support from their high school counselor
- Demonstrate high school grade improvements for a minimum of one year before the request is made
- Provide an explanation and/or documentation of extenuating circumstances that impacted their grades.

The appeal will be reviewed by the FLVS Assistant Principal and the DSC Director of Dual Enrollment. Once a decision has been made, the student will be notified in writing of the decision.

8. REGISTRATION POLICIES FOR DUAL ENROLLMENT

Procedures for registration and deadlines are listed in section four (4) of this agreement. Students can locate available classes in DSC's College Catalog - <https://daytonastate.smartcatalogiq.com/2023-2024/college-catalog/>

- All dual enrollment students are registered by a DSC Academic Advisor. Students may not register themselves.
- Dual Enrollment forms must be received by the College by the enrollment deadlines referenced in section four (4) of this agreement.
- Students must enroll in all full, A and B courses at the start of the semester.
- Course withdrawal forms for dual enrolled students must be received by the College prior to the posted withdrawal deadline.
- Dates are posted on Daytona State's Academic Calendar each term - www.daytonastate.edu.

9. EXCEPTIONS TO THE PROFESSIONAL RULES, GUIDELINES, AND EXCEPTIONS STATED IN THE FACULTY OR ADJUNCT FACULTY HANDBOOK.

There are no exceptions to the professional rules, guidelines, and expectations for dual enrollment faculty.

10. EXCEPTIONS TO THE RULES, GUIDELINES, AND EXCEPTIONS STATED IN THE DSC STUDENT HANDBOOK WHICH APPLY TO FACULTY MEMBERS.

There are no exceptions to the professional rules, guidelines, and expectations for dual enrollment faculty. The FLVS or the high school principal may recommend qualified high school teachers to serve as adjunct college instructors for courses taught during the school day on high school campuses, subject to approval by DSC.

All instructors teaching on a high school campus must be approved by the high school principal. High school teachers must meet DSC/SACSCOC credentialing requirements in the appropriate discipline and must be credentialed prior to the semester in which they are teaching.

All high school faculty members teaching a college-credit course on the high school campus must follow the master course outline provided by DSC and must develop course policies for each class which must be approved prior to the start of class by the appropriate DSC department chairperson. All course syllabi must be approved by the department chair and be constructed in accordance with the department requirements. High school faculty teaching college courses and high school administration must agree to unannounced classroom observations by college officials. High school faculty teachers will provide copies of all assessments to DSC. Furthermore, these faculty members will participate in the same evaluation of student learning outcome assessments as is being conducted in other sections of the course. High school faculty will receive a course orientation by the appropriate DSC department chair or designee.

Daytona State College will evaluate the instructor using its evaluation instrument in accordance with DSC policies and procedures. DSC reserves the right to visit and observe the class.

11. RESPONSIBILITIES OF FLVS REGARDING STUDENT ELIGIBILITY AND MONITORING

A. GPA MONITORING

- The school counselor will ensure that each student has the minimum required GPA each semester and will include this information on the dual enrollment form.
- When grades are posted at the end of each semester, the DSC dual enrollment administrator will provide FLVS with a list of students who have earned grades of “D”, “F”, “W1” or “W”, along with each student’s cumulative college GPA.
- The DSC dual enrollment administrator will then drop pre-registered students who no longer qualify to take dual enrollment courses.
- DSC will notify these students by e-mail that they are no longer eligible to dual enroll.
- In addition, the school counselor will ensure that each student is registered in appropriate school course(s).

B. STUDENT BEHAVIORAL EXPECTATIONS

In determining readiness for dual enrollment, factors such as the student’s previous school attendance and disciplinary records will be considered.

Dual enrollment students are expected to follow the same behavioral guidelines as adult DSC students. Information about behavioral guidelines for DSC students can be found in the Student Handbook in print

or online. A link to the Student Handbook can be found at: http://www.daytonastate.edu/student_life.html. Students who violate the college Code of Conduct will be referred to Judicial Affairs for possible disciplinary action.

C. STUDENTS IN DUAL ENROLLMENT CLASSES ON THE HIGH SCHOOL CAMPUS

- Students must qualify and register as dual enrollment students by the deadlines referenced in Section Four (4) of this agreement in order to sit in a dual enrollment class.
- Students who are not dual enrolled are not eligible to be in a class that is classified as dual enrollment.

12. TRANSMISSION OF STUDENT GRADES TO THE SCHOOL

At the end of each semester, the DSC Records Office will submit dual enrollment grades to the FLVS Technology Services Department.

13. DUAL ENROLLMENT FUNDING

For dual enrollment on the public postsecondary institution campus during the Fall and Spring semesters, the school pays the standard tuition rate per credit hour of \$71.98 for college credit courses and \$69.93 per credit hour for Vocational programs to DSC from funds generated in FEFP. FLVS shall not be responsible for any fees or tuition associated with dual enrollment courses taken during the summer.

FLVS will not be charged for tuition or fees for courses taught on high school campus(es) by a high school faculty member.

FLVS and DSC will mutually agree in writing to a cost that is consistent with section 1007.271(21)(n), Florida Statutes, as amended by section 13 of chapter 2013-45, Laws of Florida, if the course is being offered on the high school campus and taught by a college faculty member.

DSC will provide services related to admissions, academic advising, registration, and transcripts (to FLVS) for dual enrollment. Dual enrolled students will have access to all student services on the DSC campus, including Student Activities, the Academic Support Center, Writing Center, and Library.

FLVS will provide any needed academic support for students enrolled in courses taught on the high school campus. These students will also have access to college services and support. FLVS will further provide services to support the dual enrollment program of DSC including, but not limited to, responsibilities regarding student eligibility and monitoring, testing for dual enrollment, and academic support.

During the Fall and Spring semesters, FLVS shall pay for textbooks, workbooks, and access codes required for dual enrollment courses and is responsible for advising students of the procedure for obtaining such materials. Kits, equipment, and/or tools that are kept in the student's possession are not covered by this agreement; it is the student's responsibility to purchase these materials. In accordance with Florida Statute 1009.30, Dual Enrollment Scholarship Program, during the summer term, all textbooks, workbooks, and access codes required for dual enrollment courses will be provided by and property of DSC. Students will be required to return all textbooks at the end of the summer term to maintain eligibility for continued enrollment. Kits, equipment, and/or tools that are kept in the student's possession are not covered by this agreement; it is the student's responsibility to purchase these materials. Specialized tools for particular areas of instruction that are provided to the student by DSC remain the property of DSC.

14. TRANSPORTATION

Parents or legal guardians will arrange and be liable for all transportation to DSC campuses or any site other than the student's school campus. DSC and FLVS are not responsible for any costs associated with student transportation.

15. MISCELLANEOUS PROVISIONS

STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to Section 1002.22(3)(d), Florida Statutes, and 20 U.S.C.A. 1232g. Each party further agrees to comply with Section 1002.22, Florida Statutes, and 20 U.S.C.A. 1232g, including but not limited to, provisions related to confidentiality, access, consent, length of retention and security of student records.

The Parties are required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of their duties under this Agreement. Each Party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each Party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Accordingly, the Parties shall:

- a. Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
- b. Provide to each other, upon request and free of charge, a copy of each record which either Party seeks to produce in response to a public records request.
- c. Ensure that Agreement Data that are considered exempt under Chapter 119 are not disclosed except as authorized by law.
- d. Upon completion of their obligations under the Agreement, transfer to each other, at no cost, all Agreement Data in their possession or otherwise keep and maintain such data/records as required by law.

Either Party's failure to comply with the provisions set forth in this section shall constitute a default and material breach of this Agreement, which may result in immediate termination by the non-breaching Party without penalty to them.

IF DSC HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT, CustodianofRecords@flvs.net, OR BY PHONE 407-490-2879, OR BY MAIL TO: 5422 CARRIER DRIVE, SUITE 201, ORLANDO, FL 32819.

All notices, consents, demands, or other communications required or permitted to be given pursuant to this Agreement shall be provided in writing. Such notice shall be delivered via electronic mail, or overnight delivery (with a receipt), or certified mail, return receipt requested, to and addressed as follows:

As to FLVS: **Daniele Shick**
Florida Virtual School
5422 Carrier Drive, Suite 201
Orlando, FL 32819
Email: dshick@flvs.net

With a copy to: Florida Virtual School
Attn: General Counsel
5422 Carrier Drive, Suite 201
Orlando, FL 32819*
Email: ogc@flvs.net

As to DSC: **Michelle Goldys**
Daytona State College
1200 W. International Speedway Blvd.
Daytona Beach, FL 32114
Email: Michelle.Goldys@daytonastate.edu

From time to time, the Parties may change the name and address of the person designated to receive notice. Such change of the designated person shall be in writing to the other Party and as provided herein.

E-VERIFY. In accordance with section 448.095, Florida Statutes, the Parties shall utilize the U.S. Agency of Homeland Security's E-Verify system, <https://e-verify.uscis.gov/emp>, to verify the employment eligibility of all employees hired during the term of this Agreement...

SOVEREIGN IMMUNITY. Nothing in this Agreement is intended to waive FLVS or DSC's sovereign immunity or waive or broaden the limits of FLVS or DSC's liability under section 768.28, Florida Statutes. FLVS and DSC expressly reserves all such protections and privileges related to its sovereign immunity. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

SEVERABILITY. The terms of this Agreement shall be severable such that, if any term herein is deemed illegal, invalid, or unenforceable, such holding shall not affect the legality or enforceability of any other provision of the Agreement.

ENTIRE AGREEMENT. The Agreement represents the entire agreement between the Parties, may only be amended by a written agreement signed by both Parties, and supersedes all prior or contemporaneous oral or written agreements and understandings with respect to the matters covered by the Agreement and this Addendum.

SIGNATURES. FLVS and DSC agree that this Agreement may be executed in several counterparts and via facsimile or electronic signature, each of which when taken together shall be deemed to constitute an entire and original Agreement.

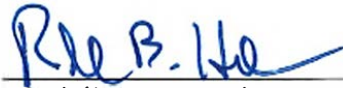
Florida Virtual School	
By (Authorized Signature)	Date Signed
Printed Name and Title of Person Signing: Louis J. Algaze, Ph.D. – President and CEO	
Address: 5422 Carrier Drive, Suite 201 Orlando, FL 32819	

Approved as to Form:

FLVS Office of General Counsel



Thomas LoBasso
President
Daytona State College



Randall B. Howard
Chairperson
District Board of Trustees

Date Approved by Daytona State College District Board of Trustees



APPENDIX A

**DUAL ENROLLMENT COURSE
EQUIVALENCY LIST**