

# De Leon ISD



## Dual Credit Handbook



## De Leon ISD Dual Credit Enrollment

De Leon High School partners with Ranger College to provide an opportunity for students to enroll in Dual Credit college-level courses. Dual Credit courses allow DHS students to earn both college and high school credit while still enrolled in high school. Qualified DHS students enrolled in Dual Credit courses will earn college credit and will have a college transcript of the work completed through the college in addition to credits reflected on their high school transcript. In order to successfully complete the Dual Credit courses, students must be prepared to work on a college level where rigor and expectations are high.

Mrs. Quinn, District Counselor and Dual Credit Coordinator, De Leon High School.

Mrs. Ivy, Counselor, De Leon High School

### Guidelines:

- The student is responsible for completing the registration process/paperwork with the Counselor by the given deadline for each semester of Dual Credit coursework.
- The student is responsible for verifying the dual credit course will be accepted by the college/university he/she plans to attend upon high school graduation. Calling the college/university and talking to an admissions advisor is the best way to verify this.
- The student is responsible for completing the online application @ [www.rangercollege.edu](http://www.rangercollege.edu) prior to registering for the first semester of enrollment in a Dual Credit course.
- The student must obtain a grade of “C” or better in the Dual Credit course to earn high school credit. If a student earns a grade lower than a “C,” he/she will be required to reimburse De Leon ISD for the entire cost of any tuition, textbooks and/or materials that were purchased by DISD for the student’s use in the Dual Credit course.
- **Tuition and Fees:**
  - 11<sup>th</sup> grade students who choose to enroll in Dual Credit courses will be responsible for the full cost of any tuition, and fees associated with their course(s).
  - 12<sup>th</sup> grade students who choose to enroll in Dual Credit courses will be responsible for one half of the tuition (DHS will pay for the other half), and the full cost of any fees associated with their course(s).
- **Textbooks:**
  - 11<sup>th</sup> grade students are required to pay the full cost of any textbooks and/or access codes for their courses.
  - 12<sup>th</sup> grade students will pay textbook cost and access code fees as described below.
    - \$40 textbook fee for online embedded textbooks. Textbooks not embedded -Full cost
    - \$125 fee for access codes associated with Math and/or Science courses if applicable.
  - All textbooks will be purchased/rented through DeLeon ISD, and all textbook fees will be payable directly to De Leon ISD each semester.
- The student must complete the course. If a student decides to drop the college level course, he/she must notify the school counselor immediately and follow the college’s procedure for dropping the course. Failure to do so will result in a grade of “F” for the student at both the high school and the college level.
- Any student dropping a Dual Credit course will be required to reimburse De Leon ISD for the entire cost of any tuition, textbooks and/or materials/fees that were purchased by DISD for the student’s use in the Dual Credit course.

- A student can earn a Performance Acknowledgement on their transcript with at least 12 hours of college academic courses, including those taken for dual credit as part of the Texas core curriculum and advanced technical credit courses (including locally articulated courses). The student must earn a grade of the equivalent of 3.0 or higher on a scale of 4.0.

### **Course Offerings**

English 1301 and 1302	Welding 1 1421/1428 (11 <sup>th</sup> grade)
Algebra 1314 and Plane Trigonometry 1316	Welding 2 1412/1413 (12 <sup>th</sup> grade)
Federal Government 2305	
Texas Government 2306	Medical Terminology HITT 1305
Economics 2301	
History 1301 and 1302	
Biology 1406 and Biology 1407	
Psychology 2314	
General Psychology 2301	
Sociology 1301	
Art Appreciation 1301	
Music Appreciation 1306	
Public Speaking 1315	
American Music 1310	

Other courses may be approved by the principal/dual credit coordinator on an individual basis.

### **Dual Credit Eligibility**

- Students must meet the current TSIA2 passing standards on the ELA section to be eligible for all dual credit courses, except Math.
- Students must meet the current TSIA2 passing standards on the Math portion to be eligible for College Algebra/Plane Trigonometry.
- Students may be enrolled in the Welding Pathway without eligible TSI scores.
- Students must have passed all grade level STAAR EOC's they have taken in high school to be eligible to take dual credit courses.
- Students who have failed a dual credit class may not be eligible for additional dual credit courses offered at DHS. This will be considered on a case by case basis.
- Students who have dropped a dual credit class may not be eligible to take additional dual credit courses offered at DHS. The circumstances and the reason for dropping the course will be considered on a case by case basis.

## CTE Dual Credit Pathway

- Welding

\*\* To complete the Welding Dual Credit Pathway, coursework must begin during the student's 11<sup>th</sup> grade year, depending on the chosen pathway.

### DHS/Ranger College

#### Welding Pathway

Students may be enrolled in the Welding Pathway without eligible TSI scores.

The Dual Credit welding classes are offered during the 11<sup>th</sup> and 12<sup>th</sup> grade school years. During this two year period, there are a total of four required courses at a cost of \$320 per course. The total cost per year is \$640.00. The total cost of the program is \$1,280.00.

#### **9<sup>th</sup>/10<sup>th</sup> Grade Courses: De Leon High School**

- Intro to Welding – This is a high school prerequisite course, and not for dual credit.

#### **11<sup>th</sup> Grade Courses: Ranger College**

- Fall Semester – Intro to Flux Cored Arc Welding (1412)
- Spring Semester – Intro to Blueprint Reading for Welders (1413)

#### **12<sup>th</sup> Grade Courses: Ranger College**

- Fall Semester – Intro to Welding Fundamentals (1421)
- Spring Semester – Intro to Shielded Metal Arc Welding (1428)

Upon successful completion of the Welding Pathways coursework, students may earn a Level I welding certification.

# STUDENT PRE-REGISTRATION CHECKLIST

- Step 1 \_\_\_\_\_ MANDATORY PARENT MEETING (All Dual Credit students)
- Step 2 \_\_\_\_\_ PARENT CONSENT FORM FOR DISD (All Dual Credit students)
- Step 3 \_\_\_\_\_ PARENT PERMISSION FORM FOR RANGER COLLEGE (All Dual Credit students)
- Step 4 \_\_\_\_\_ TSIA2 (Accuplacer) EXAMINATION: The TSIA2 will be administered on campus during the Spring semester. Additional testing opportunities will be available through Tarleton or Ranger College. The scores must be provided to Mrs. Quinn. Students will schedule their own test.
- Step 5 \_\_\_\_\_ ONLINE APPLICATION at [www.rangercollege.edu](http://www.rangercollege.edu) (New Dual Credit students – This will be completed at school with Mrs. Quinn)
- Step 6 \_\_\_\_\_ “OFFICIAL COPY” OF HIGH SCHOOL TRANSCRIPT (All Dual Credit students – Mrs. Quinn will provide this to Ranger College)

## **Free Application for Federal Student Aid**

### **FAFSA**

Dual credit students may apply for the Ranger College TPEG Grant during their junior and senior year. Part of the eligibility for grant money is to complete the FAFSA. Students will complete the FAFSA using the prior 2 years of income tax returns. This is only one part of the eligibility criteria. Ranger College determines whether the student qualifies for financial assistance. DHS will hold a series of financial aid meetings to help parents complete this process.

Students/Parents:

- Obtain a FSA ID (both the student and one parent)
- Complete the FAFSA
- Gather all required documentation (Prior two years of income taxes, copies of W-2 forms).
- Verification – If picked for verification, complete all required paperwork.

# Frequently Asked Questions

## What is Dual Credit?

Dual Credit allows a high school student to earn college credit and high school credit concurrently.

## Do students need to apply to Ranger College?

Yes, students must apply to Ranger College prior to registering for the first Dual Credit course. The application can be found online at [www.rangercollege.edu](http://www.rangercollege.edu). This application will be completed at school.

## How do I register for classes?

The counselor will coordinate with Ranger College and will assist students with registration. The registration papers will be completed at school and at a parent meeting,

## Will the credits transfer?

Most of the credits earned will transfer to other colleges or universities. It is each student's responsibility to make sure that the Dual Credits earned will transfer to a specific college or university for a specific major. Each student should call the college or university to which he or she intends to transfer and ask about specific transfer credits and courses.

## What is the TSIA2 Examination?

The College Board's TSIA2 Accuplacer is a placement test that assesses reading, writing, and math skills. Placement tests are used to assess your level of skill and readiness as a part of the admissions process to determine your level of readiness for college-level courses.

## More TSIA2 Information

- Summer administrations of the TSIA2 exams may be taken at Ranger College or Tarleton State University. During the school year, the TSIA2 test may be offered on the DHS campus. Mrs. Quinn will notify students when there is an upcoming opportunity to take the test at DHS.
- Prior to the exam, students must call the testing center at Ranger College or Tarleton State University and schedule an appointment to take the test.
- **There is a fee for the exam.** When calling to schedule, please verify the amount.
- The TSIA2 is NOT timed and contains two sections ELA, and Math.
- Students will need a picture ID in order to take the TSIA2 Examination.
- **All DHS dual credit students MUST take the TSIA2 at Ranger College or Tarleton State University unless approved by the Principal and/or Dual Credit Coordinator to accept scores from another testing center.**

## Are there TSIA2/ACCUPLACER Practice Websites?

- [www.rangercollege.edu](http://www.rangercollege.edu)(Pre-Assessment Activities available) All students must complete this prior to taking the TSIA2 test.
- <https://secure-media.collegeboard.org/digitalServices/pdf/accuplacer/accuplacer-texas-success-initiative-assessment-sample-questions.pdf>
- <https://accuplacer.collegeboard.org/sites/default/files/accuplacer-tsi-assessment-student-brochure-v2.pdf>
- <https://accuplacerpractice.collegeboard.org/login>



### **What is a Dual Credit passing grade?**

A letter grade of C or 70 is required to pass Dual Credit courses and receive high school credit.

### **Are Dual Credit course grades posted on the high school transcript?**

Yes, the actual numerical grade is provided to DHS by the Dual Credit instructor and is placed on the high school transcript.

### **How many Academic Dual Credit classes can be taken per semester?**

Juniors may take two courses, one each semester. Seniors may take up to 4 courses each semester depending on their needs and schedule. Some courses may only be taken during certain years in order to receive the required credits for high school graduation requirements. CTE dual credit courses are not counted toward the total amount. The principal and the Dual Credit Coordinator will review any request for additional courses. It will be evaluated on a case by case basis. The number of courses must not exceed the number allowed by Ranger College.

### **How much does Dual Credit cost?**

- **The cost will vary depending on the grade classification of the student.**
- Parents/students are responsible for the required tuition and fees for Dual Credit courses. All fees will be due by the published payment deadline date set by De Leon ISD. Payment must be made directly to De Leon High School and if not paid, students will be dropped from their course(s). If dropped, students will need to have a schedule change at DHS.

### **Do I pay for textbooks?**

- Textbooks:
  - 11<sup>th</sup> grade students are required to pay the full cost of any textbooks and/or access codes for their courses.
  - 12<sup>th</sup> grade students will pay textbook and access code fees as described below.
    - \$40 textbook fee for online embedded textbooks. Textbooks not embedded -Full cost
    - \$125 fee for access codes associated with Math and/or Science courses.
  - **All textbooks will be purchased/rented through DeLeon ISD, and all textbook fees will be payable directly to De Leon ISD each semester.**
- Any optional materials will be the responsibility of the student/parent. If a student drops a Dual Credit course or makes lower than a 70 in a Dual Credit course, the student/parent will be required to reimburse De Leon ISD for the entire cost of any books and/or access codes for that course, if those items were paid for by De Leon ISD.

### **What is the deadline for submitting required paperwork to take Dual Credit courses?**

All required paperwork and TSIA2 Accuplacer exams must be completed and turned in to the De Leon High School counseling office by the posted deadline. Deadlines will be shared in the parent letter and communicated to the student. Failure to meet the required deadlines will void your Dual Credit course registration.

### **How will my college class affect my high school schedule and GPA?**

Online and In-person classes can easily fit into most student's schedules. Dual credit class periods will be part of the daily schedule. Most students have more than enough time to complete all assignments during the dual credit periods. Students may also work on their classes anywhere there is an internet connection. The online classes will be in a classroom with a Dual Credit facilitator present for assistance. Dual Credit courses are weighted courses which means they are calculated on a 5.0 scale. All academic courses will count toward a student's GPA. The actual grade earned will be posted on the transcript. CTE courses are not weighted.

**What do I need to know about interacting with my professor and completing my assignments for online classes?**

You will be given instructions to set up an account which will allow you to access Canvas. Your assignments will be delivered through this platform. It is possible your instructor will give you other instructions when the class begins. Ranger instructors are not allowed to talk to parents concerning their child's grade and/or work in the course. This includes high school teachers working as instructors for Ranger College. The instructors will only talk to the student concerning the course and the grade.

**Can my parents access my grades through the Parent Portal?** Ranger College final grades are not reported to the high school until the end of the semester. DHS receives grades two times during the semester dates. It is important that parents check on their student's grades periodically by having the student login and pull up his/her information.

**What if I have failing grades?**

If the dual credit facilitator feels that your grades are such that you are not keeping up with your assignments, they will discuss the situation with the dual credit coordinator. At that time, a student conference with the dual credit coordinator will take place and possibly a parent phone call or conference.

If all parties agree the grade cannot be brought up, the class will be dropped and any tuition and fees that were paid by De Leon ISD must be reimbursed.

It may be decided that it is in the student's best interest not to continue with dual credit classes for the next semester.

**Does De Leon High School accept courses and/or grades from Ranger during summer school?**

Students are allowed to take classes during the summer from Ranger College. The course is not taken for Dual Credit. The course will not be recorded on the high school transcript. The Dual Credit Coordinator will help students register for the course(s). The student will be responsible for the cost of the course, fees and textbooks.

**Does De Leon High School accept courses from another school?**

DHS has a MOU with Ranger College. Courses from another school will be reviewed on a case by case basis. They may or may not be accepted. The principal and Dual Credit Coordinator will make the final decision.

# De Leon ISD

## Dual Credit Parent Consent Form - Senior

Student Name: \_\_\_\_\_

School Year: \_\_\_\_\_ Grade Level \_\_\_\_\_

Circle all Dual Credit courses requested (Maximum 4 each semester):

<p><b><u>MATHEMATICS</u></b></p> <p>College Algebra</p> <p>Trigonometry</p>	<p><b><u>HISTORY</u></b></p> <p>Government ( Sem 1)</p> <p>Economics (Sem 2)</p> <p>TX Government</p> <p>History 1301 (Sem 1)</p> <p>History1302 (Sem 2)</p>	<p><b><u>ELECTIVES</u></b></p> <p>Sociology</p> <p>Art 1301</p> <p>Psychology 2301</p> <p>Speech 1315</p> <p>Medical Terminology</p> <p>Music 1306</p> <p>American Music 1310</p>
<p><b><u>ENGLISH</u></b></p> <p>English 1301 (Sem 1)</p>  <p>English 1302 (Sem 2)</p>	<p><b><u>SCIENCE</u></b></p>  <p>Biology 1406</p> <p>Biology 1407</p>	<p><b><u>WELDING</u></b></p> <p>Intro to Flux Cored Arc Welding</p>  <p>Intro to Blueprint Reading for Welders</p>

As a dual credit student, my parent/guardian and I understand the following guidelines:

Student's Initials \_\_\_\_\_

Parent/Guardian's Initials \_\_\_\_\_

### Dual Credit Guidelines

The student will be responsible for completing obligations for enrollment in a Dual Credit course, including passing TSI section scores as applicable.

The student will pay all required fees associated with the Dual Credit courses. (Tuition, textbook fee, access codes)

The student will obtain a grade of "C" or better in the Dual Credit course to earn high school credit, or will be required to reimburse De Leon ISD for the entire cost of any textbooks, tuition and fees that were paid by De Leon ISD.

If a student drops the course, the student and/or parent will be required to reimburse De Leon ISD for the entire cost of any textbooks, tuition and fees that were paid by De Leon ISD.

The student will follow the Dual Credit rules of DHS and the rules and regulations of Ranger College.

The student understands that he/she will be enrolling in a college-level course at Ranger College and will be receiving a grade that will be recorded on both the high school transcript and the college transcript.



# De Leon ISD

## Dual Credit Parent Consent Form - Junior

Student Name: \_\_\_\_\_

School Year: \_\_\_\_\_ Grade Level \_\_\_\_\_

Circle the Dual Credit courses requested (1 each semester):

<u>History</u>	<u>ELECTIVES</u>		<u>WELDING</u>
History 1301 (Sem 1)	Psychology 2301	Art 1301	Intro to Flux Cored Arc Welding 1412
History 1302 (Sem 2)	Sociology 1301	Speech 1315	Intro Blueprint Reading 1413
	Music Appreciation 1306	American Music 1310	
	Medical Terminology		

As a dual credit student, my parent/guardian and I understand the following guidelines:

Student's Initials \_\_\_\_\_

Parent/Guardian's Initials \_\_\_\_\_

### Dual Credit Guidelines

The student will be responsible for completing obligations for enrollment in a Dual Credit course, including passing TSIA2 section scores as applicable.

The student will pay all fees associated with the Dual Credit courses. (Tuition, textbook fee, access codes)

The student will obtain a grade of "C" or better in the Dual Credit course to earn high school credit.

If a student drops the course, he/she may not be eligible to enroll in additional Dual Credit courses. This decision will be made on a case by case basis.

The student will follow the Dual Credit rules of DHS and the rules and regulations of Ranger College.

The student understands that he/she will be enrolling in a college-level course at Ranger College and will be receiving a grade that will be recorded on both the high school transcript and the college transcript.