

Guide to Dual Credit 2023-24







Snyder ISD and Snyder High School embraces and supports high school students' desire to earn college credits prior to their high school graduation

WHAT IS DUAL CREDIT?

Dual credit is a system in which an eligible high school student successfully completes a college course(s) that is paired to a high school course required for graduation and receives credit for the course on both the college and the high school transcripts Texas Education Code (TEC) §28.009.

	Types of Dual Credit Courses TEC §28.009								
Core Academic	Core academic courses are general education courses required for any student who plans to pursue a traditional associate or baccalaureate degree in Texas. Dual Credit core academic credits earned at public institutions of higher education are transferable to Texas public colleges and universities and may be applicable to a students' Associate of Arts (AA) or Associates of Science (AS), and baccalaureate degrees.								
Career & Technical Education Course	Career and technical education courses award credit that applies toward a certificate and/or Associate of Applied Science (AAS) degree program and are intended to prepare students for immediate employment in a specific occupation. Students who successfully complete these courses will graduate high school with career and technical knowledge and skills and potentially an industry certification approving them for employment in their career of choice.								
	In limited circumstances, some of these courses will also transfer toward four-year degrees. These courses must meet TSIA2 requirements unless the courses lead to a Level 1 certificate. P-TECH programs of study/pathways are aligned within the CTE dual credit courses.								
Foreign Language	Foreign language course credits earned at public institutions of higher education are transferable to Texas public colleges and universities and may be applicable to a student's Associate of Art (AAS) or Associate of Science (AS), and baccalaureate degrees.								

BENEFITS

Students will receive college credit and high school credit simultaneously.

- ★ Students can graduate from high school with transferable college credits.
- ★ Students can fast-track their undergraduate or workforce degrees.
- ★ Students may save on tuition and fees by reducing the time to complete a degree.
- ★ Students will have access to a full range of college student support services while in high school to aid them in a smooth transition to college after graduation

PATHWAYS IN TECHNOLOGY EARLY COLLEGE HIGH SCHOOL (P-TECH)

P-TECH features dual enrollment programs that allow students to earn a high school diploma and college credits while gaining experience in a range of high demand careers. They will also be developing workplace skills through mentoring and internships with industry partners.

P-TECH APPLICATION

Dual Credit Timeframe/Deadlines*

*SHS Dual credit students will first follow the deadlines established by SISD, allowing for adequate preparation / finalize enrollment with IHE

<u>Date</u>	<u>Action Needed</u>	<u>Responsibility</u>
March	Attend Dual-credit informational meeting	Parents and Students
April 20	Dual credit admission application packet due to SHS (first time dual credit students)	Students (new DC) Parents- signatures
April	WTC Advising sessions @ SHS CUBE	WTC Dual Credit Office SHS Cube Student <i>(returning DC)</i>
May 1	Course registration form for Fall semester (returning dual credit students)	Students (new and returning) Parents- signatures
May 15**	Community Service hours completed (hours completed after May 15th WILL be accepted by WTC for OTW; however, will not meet SISD tuition payment eligibility)	Students (new and returning)
May 15	Completed: Opportunity Tuition Waiver Form (fulfills SISD Community Service requirement for Tuition/Fee payment)	SHS Success Coach verified
June 15	HS Transcripts prepared for WTC submission	SHS- Counselors/CUBE Academic Advisor
July	Attend Summer Bridge Camp	Incoming 9th grade P-TECH students
July 1	Submitted to WTC: Course Enrollment/registration Transcripts Admission Applications (new dual credit students)	SHS- CUBE Academic Advisor
2nd Thursday July	Opportunity Tuition Waiver forms / Community Service	Students (submit to WTC)
July 15	Completed after July 1st for Fall enrollment: Free/Reduced Lunch application form	Students/Parents- signature Principal- signature
Aug 1- Fall Dec 1- Spring	Course Add/Drop Course Deadline	Student SHS-Academic Advisor

DUAL CREDIT ELIGIBILITY

- → Academic good standings
- → STAAR Assessments
 - ◆ {avg score of 2625 of all subjects beginning with Class of 2027}
- → TSI 2.0 ELAR and MATH Assessments (attaining required scores for enrollment)
- → Designated P-TECH pathway
- ★ Failure of a dual-credit course (per SHS grading scale) will result in suspension of dual-credit course(s) for the following semester

STUDENT DUAL CREDIT CHECKLIST

{see form}

Below are the items that must be completed to enroll successfully in the dual credit program:

- > Review the Dual Credit Handbook
- ➤ Visit with counselor and academic advisor to complete enrollment forms
- > Sign up for TSI Assessment TSI Testing Registration
- Complete IHE dual credit admission application
- ➤ Complete 20 hours of Community Service (hours are accepted by WTC until 2nd Thursday of July; however, to be eligible for SISD payment of tuition/fees, only hours completed by May 15th will fulfill SISD Tuition/Fee Cost-Responsibility table)
- Complete Free/Reduced Lunch Application Form
- ➤ Bacterial Meningitis Vaccination (applicable to new dual credit students or students attending class on college campus)
- ➤ Complete Opportunity Tuition Waiver (OTW) Packet {OTW will cover 60 hours MAXIMUM.. Students will be responsible for tuition beyond the 60 hours}
- > Student and parent signature on SHS Dual Credit Enrollment form
- > Returning dual credit students will establish an ApplyTexas admission account (<u>www.applytexas.org</u>)
- > Students are responsible for submitting OTW Community Service hours to WTC prior to the 2nd Thursday in July.

ADMISSION APPLICATIONS

- Western Texas College
- **South Plains College**

DUAL CREDIT TIMEFRAME/DEADLINES

In order to provide the most effective dual credit program experience, timelines and deadlines have been established by Snyder High School to guide students and parents through the process. These timeframes are in advance of the deadlines at the college level to allow for adequate preparation and verification for admissions and course enrollment. SHS dual credit students will be expected to adhere to these timelines.

TSI ASSESSMENT TESTING

Texas Success Initiative (TSI) is a program designed to verify readiness for college level course work in the areas of reading, writing and mathematics. Successful participation in both ELAR and MATH are required for dual credit students. Snyder High School is an official TSI Testing Center. Students will access the following link to schedule their testing session:

 https://calendly.com/shstesting

Students must earn the following scores for dual credit enrollment:

<u>Test</u>	<u>Minimum Score</u>	Or Alternate Score Option
ELAR	945+ AND 5+ essay	<945 5+ Diagnostic 5+ essay
МАТН	950+	<950 Diagnostic 6

COMMUNITY SERVICE HOURS

SHS Community Service Verification

20 hours of approved/documented community service will be required of all dual credit students to complete by May 15th to fulfill SISD Tuition/Fee Cost payment (see table on next page). Students may earn community service hours between August 1- May 15th for enrollment in the following Fall semester. Snyder High School Success coaches will monitor for official verification of the community service hours.

These community service hours will also fulfill the requirements of <u>Western Texas College Opportunity Tuition</u> <u>Waiver</u>, which must be completed and verified by WTC no later than the 2nd Thursday of July prior to the Fall semester of intended enrollment.

TUITION/FEE COST-RESPONSIBILITY

DUAL CREDIT STUDENT	TUITION	FEES	BOOKS / CONSUMABLES / COURSE ITEMS
Non P-TECH	Student Student is encouraged to complete Community Service hours (as outlined for WTC Opportunity Scholarship requirement) to assist with tuition costs	Snyder ISD will assist with fees, provided student has completed: → Community Service hours (as outlined for WTC Opportunity Scholarship requirement) → Verified OTW balance for current semester → Free/Reduced Lunch form	 Snyder High School will maintain a library/check-out system with a limited set of course textbooks (priority to P-TECH dual credit students) Consumables will purchased by SISD for classroom use/classroom set Items related to
Р-ТЕСН	Snyder ISD (up to 60 hours) Student <u>MUST</u> complete: → Community Service hours (as outlined for WTC Opportunity Scholarship requirement) → Free/Reduced Lunch form	Snyder ISD Student <u>MUST</u> complete: → Community Service hours (as outlined for WTC Opportunity Scholarship requirement) → Free/Reduced Lunch form	course/pathway that student will use after course completion is the financial responsibility of the student (ie: welding helmet, blood pressure cuff, etc)

TEXTBOOKS

Textbooks purchased by Snyder ISD for dual credit courses are the property of the school district and are provided at no charge for approved P-TECH dual credit students. A limited number of textbooks will be available for all dual

credit students in a Textbook Library distributed via a check-out system. Students will be responsible for the return condition of the books at the completion of the semester. Any student that loses or damages a book will have to pay for the replacement cost of the textbook. Any student failing to return a book issued by the school or pay the cost loses the right to future textbooks until the books are returned or paid in full.

DUAL CREDIT WITHDRAWAL / DROP REQUEST

{See form}

- Withdrawals after the official drop-date will result in a failing grade on the student's permanent college transcript and will affect the college grade point average.
 - o <u>1 course enrollment</u>- A "W" will be reflected on the transcript if the course <u>AND</u> Opportunity Tuition Waiver (OTW) will be effected in the following semester.
 - <u>Multiple course enrollment-</u> A "Q" will be reflected on the transcript for the single dropped course
 <u>AND</u> Opportunity Tuition Waiver (OTW) will not cover the cost of the dropped course when retaken.
- Students who withdraw from the dual credit program during the middle of a semester may be in jeopardy of losing high school credit as well as college credit for that semester.
- Withdrawing from the dual credit program may affect a student's entire high school schedule when they re-enroll in all high school credit courses.
- P-TECH students withdrawing from a dual credit class will be required to pay for the cost* of the course before enrolling in additional dual credit courses.
 *not to exceed \$250 per course

ACADEMIC DISHONESTY (Snyder ISD EIA policy)

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students

COLLEGE COURSE GRADE / GPA / CLASS RANK

College level coursework taken by a Snyder High School student is considered to be at an honors/advanced level and will be indicated on the student transcript. The grade earned in the college level course will also be reflected on the transcript; however, students will earn a weighted calculation for ranking purposes.

<u>College courses taken outside of the traditional Fall and/or Spring semesters will not be considered for high school credit or be dual credit for class ranking. (ie: May-mester, summer).</u>

SUCCESS COACHES

Snyder High School's goal is to provide support for all students enrolled in the dual credit program to be successful and have a solid foundation for higher education. Success Coaches are instructional support for dual credit students and students will have a class period within their semester schedule to allow for this support

UIL ELIGIBILITY

Dual Credit courses are considered honors courses and are exempt from UIL eligibility no pass/no play regulations.

Snyder High School Academic Achievement Guidelines

UIL Side-By-Side Academic Requirements

BACTERIAL MENINGITIS INFORMATION

Pursuant to SB 1107 enacted by the State of Texas January 1, 2012, all **entering students** enrolling and attending face-to-face courses at Institutions of Higher Education (IHE) must provide proof that the Men-ingitis vaccination was administered **at least 10 days prior to the first day of the term**.

An entering student is defined as a student who is a first-time student of an institution of higher education, a transfer student from another college, or a returning student who has had a break in enrollment of at least one fall or spring semester.

Acceptable forms include:

- an official immunization record (*Proof must include the date the vaccination was given.*)
- an official school record or
- a signed or stamped physician's note.

FERPA

Once the student attains the age of 18 or attends an institution of higher education, regardless of age, FERPA rights transfer from the parent to the student. Under FERPA, parents have no inherent rights of access to their students' education records. Students can give express written permission for their parents' access to their education record. Records may be released to parents without a signed consent from the student under certain exceptions. These include:

- In a health or safety emergency.
- Where the student has violated a law or the school's policies governing alcohol or substance abuse, if the student is under 21 years old.
- By submission of evidence that the parents declare the student as a dependent on their most recent Federal
 Income Tax form. Parents who wish to access their student's education records without the express written
 permission of the student may provide a copy of the previous year's tax form demonstrating that the
 student is a dependent for tax purposes to the Office of Records. Income data on the tax record can be
 redacted.

For parents of dual-credit students: Students who are enrolled in both high school and courses at a postsecondary institution provide a unique situation. While the rights under FERPA belong to the parents with respect to high school records, they belong to the student with respect to the postsecondary records. In this case, FERPA's provisions allowing disclosure of information to parents of students who are dependents for income tax purposes would apply, allowing the postsecondary institution to share grades and other information from the student's education records with parents upon presentation of income tax records demonstrating the student is a tax dependent.

ACADEMIC PLANNING

Below is an overview of dual-credit academic program plans that will align with the following Associate Degree plans:

- > Associate of Art
- ➤ Associate of Science
- ➤ Associate of General Studies
- > Career and Technical Education Level I Certification

Academic advising from Snyder High School and the IHE (Western Texas College or South Plains College) will be required to outline a degree plan that will meet the students academic goal.

Guide for courses:

Snyder High School course name

Western Texas College courses available for dual credit

	9th	CR/HR	10th	CR/HR	11th	CR/HR	12th	CR/HR
ENGLISH (4)	English I / Honors	1.0	English II / Honors	1.0	English III- ENG 1301-1302	1.0 (3/3)	English IV- ENG 2326 / 2322 or 2311	1.0 (3/3)
MATH (4)	Algebra I	1.0	Geometry	1.0	Algebra II	1.0	*Pre-Calculus/ **MATH 1314/1316	1.0 (3/3)
SCIENCE (4)	Integrated Physics & Chemistry (IPC)	1.0	Biology	1.0	Chemistry	1.0	#Anatomy & Physiology ##BIOL 2401/2402	1.0 (3/3)
SOCIAL STUDIES (2.5)			World History	1.0	US History HIST 1301/1302	1.0 (3/3)	American Government GOVT 2305	0.5 (3)
ECONOMICS (0.5)							Economics	0.5
FOREIGN LANGUAGE (2)	Spanish I	1.0	Spanish II	1.0				
FINE ART			^Intro to Art ^^ARTS 1301/	0.5 (3)				
(1)			Intro to Art (HS only)	0.5				
PHYSICAL EDUCATION (1)	PE I / PE II or Athletics	0.5/ 0.5 1.0						
ELECTIVE(S)	College Readiness-Study Skills EDU 1300	0.5 (3)	Psychology PSYC 2301 or 2314OR		Adv. Social Studies GOVT 2306	0.5		
(7)	Professional Communication SPCH 1315	0.5 (3)	World Geography GEOG 1303	0.5 (3)				
Program of Study-(4)		1.0		1.0		1.0		2.0
* Fourth MATH/**WTC MATH Options: - Pre-Calculus/MATH 1332/1314 - Independent Study Math / MATH 1350/1351			* Fourth Science/**WTC Science Options: - Advanced Science (Locally Developed) / BIOL 1406/1407 - Specialized topic in Science / CHEM 1411/1412 - Specialized Topic in Science / BIOL 2306 / 1408				^ Fine Art/^^WTC Fine Art Options: (2nd semester will be taken at SHS for 0.5 crd) - Theater I / DRAM 1310 - Music Appreciation / MUSI 1306	

PROGRAM OF STUDY

	WESTERN TEXAS COLLEGE (WTC) courses SOUTH PLAINS COLLEGE (SPC) courses						GE (SPC) courses	
	9th	CR/HR	10th	CR/HR	11th	CR/HR	12th	CR/HR
Agribusiness (Entrepreneurship/ Business Emphasis)							Practicum of Business Entrepreneurship BCIS 1305 / BUSG 1315 BUSG 1314 / BUSG 2309	2.0 (3/3) (3/3)
Entrepreneurship (Entrepreneurship/ Business Emphasis)							Practicum of Business Entrepreneurship BCIS 1305 / BUSG 1315 BUSG 1314 / BUSG 2309	2.0 (3/3) (3/3)
Oil & Gas	Oil and Gas I PTRT 1301 / PTRT 1312	1.0 (3/3)	Oil and Gas II PTRT 1313 / PTRT 1324	1.0 (3/3)	Oil and Gas III PTRT 13309 / INMT 2303	1.0 (3/3)	Oil and Gas IV PTRT 1307 / PTRT 2359	1.0 (3/3)
					Health Informatics MDCA 1321 / MDCA 1343	1.0 (3/3)		
Healthcare-			Medical Terminology		Health Science Theory MDCA 1305/ MDCA 1409	1.0 (3/4)	Practicum in Health	2.0
Medical Assistant			MDCA 1310 /		Anatomy & Physiology** MDCA 1409OR Anatomy & Physiology BIOL 2401/2402	0.5 (4) 1.0 (3,3)	Science	(3/3)
				*	* 2nd semester taken	at SHS	5 for complete Science	credit

	Practicum of	1 1
	Business	2.0
Culinary Arts	Entrepreneurship	1 1
(Entrepreneurship/	BCIS 1305 / BUSG	(3/3)
Business Emphasis)	1315	I _ I
	BUSG 1314 / BUSG	(3/3)
	2309	

Law- Lost Preventionist Specialist	Law Enforcement I CJSA 1348 / CJSA 1342	1.0	Law Enforcement II SLPS 1320/ SLPS 1391		Practicum in Law Enforcement CJLE 1327 / SLPS 2389	2.0 (3/3)
Welding	Welding I WLDG 1323 / WLDG 1313	2.0	Welding II WLDG 1525/ WLDG 1202/1206	_	Practicum in Manufacturing WLDG 2439 / WLDG 1528	2.0 (4/5)
Automotive			Automotive Technology I AUTM 1201/1410 AUTM 1316	2.0 (6/3)	Automotive Technology II AUTIM 1345 / AUTIM 1407	2.0 (3/4)

ACADEMIC PLANNING TOOL

Utilize this template to plan your academic career at Snyder High School

	9th	CR/HR	10th	CR/HR	11th	CR/HR	12th	CR/HR
ENGLISH (4)								
MATH (4)								
SCIENCE (4)								
SOCIAL STUDIES (2.5)							Government	0.5
ECONOMICS (0.5)							Economics	0.5
FOREIGN LANGUAGE (2)								
FINE ART (1)								
PHYSICAL EDUCATION (1)								
ELECTIVE(S) (7)								
Program of Study								
TOTAL		8.0		8.0		8.0		8.0



SNYDER HIGH SCHOOL GRADUATION CHECKLIST



SUBJECT / COURSE	SM1	SM2	CREDIT	SUBJECT / COURSE	SM1 S	M2 CREDIT
ENGLISH (4)				ELECTIVES (7.0)		
English I						
English II						
English III						
English IV			·			
MATH (4)						
Algebra I				POS		
Geometry				POS		
Algebra II				POS		
				POS		
SCIENCE (4)				++++++++++++		
IPC				INDUSTRY-BAS	SED CREDE	NTIALS (IBC)
Biology				IBC		ate Earned
Chemistry						
SOCIAL STUDIED (2.5)						
World History				++++++++++++	+++++++	-+++++++++
US History					SESSMENT	
Government				AS	Date	Achievemen
				STAAD EOC TESTING	Passed	
ECONOMICS (0.5)				STAAR- EOC TESTING	rasseu	Level
Economics-FE				ENGLISH I		
				ENGLISH II		
FOREIGN LANGUAGE (2)				ALGEBRA I		_
Spanish I				BIOLOGY		_
Spanish II				US HISTORY		_
or					D (
Computer Science I	_	_		TOLA A DECEMBER	Date	C
Computer Science II				TSI 2.0 TESTING	Passed	Score
•				ELA	-	
FINE ARTS (1.0)				MATH		
					D-4	
PHYSICAL EDUCATION (1.	0)			COLLEGE ENTER ANGE	Date	G
PE I				COLLEGE ENTRANCE	Taken	Score
PE II				ACT		_
or				SAT		
Athletics I						

Quick Reference Links

TEA Dual Credit Frequently Asked Question (FAQ)

Snyder High School Dual Credit

Community Service

SHS Community Service Verification

Time Record Form

Dual Credit Enrollment

Free & Reduced Lunch Form

P-TECH Application

TSI Testing Registration

WTC Dual Credit Application

SPC Dual Credit Application

South Plains College (SPC)

South Plains College Dual Credit Handbook

Western Texas College (WTC)

WTC Dual credit Handbook

WTC Opportunity Tuition Waiver

WTC Opportunity Tuition Waiver Application

Explanation of College Prep Courses

College preparatory courses are designed for students at the 12th grade level who have not met college ready standards or who are not ready to perform entry-level college mathematics and/or English language arts and reading coursework (TEC §28.014). College preparatory courses are locally developed through a memorandum of understanding between school districts and a public institution of higher education. Successful completion of the course allows the high school student to be exempt from TSI requirements in the respective content area at the partnering institution of higher education for a period of 24 months after graduation. However, the student must enroll in a college-level course in the exempted content area in the student's first year of enrollment at the partnering institution of higher education (TAC §4.54).

B.4) What are the eligibility requirements for students to enroll in career and technical education courses for dual credit?

A high school student is eligible to enroll in workforce education dual credit courses leading to a Level 1 certificate at an IHE without demonstrating college readiness or dual credit eligibility (TAC 4.85). However, a high school student must meet college readiness or dual credit eligibility requirements in the applicable subject area(s) in order to enroll in workforce education dual credit courses leading to in a Level 2 certificate or applied associate degree program.

When a high school-level course fulfills specific requirements of a specific college-level course and provides a pathway for high school students to earn credit toward a technical certificate or technical degree at a partnering institution of higher education, it is recognized by the IHE as Articulated College Credit (TAC 4.83).

Students are not required to provide demonstration of college readiness or dual credit enrollment eligibility to participate in articulated courses. B.5) ACT, Inc. and College Board college readiness standards (scores) are different from those used for district accountability. How did the agency establish the accountability college readiness standards?

While ACT, Inc. and the College Board have their own college readiness standards. The college readiness standards used for accountability are based on the Texas Success Initiative assessment (TSIA) exemption criteria established by the Texas Higher Education Coordinating Board. For more information, please see the TSIA exemptions, exceptions, and waivers statute (TAC §4.54).