

## Monroe County Dual Credit Policy

### 1.0 Dual Credit

1.01 For the purpose of this policy, dual credit is defined as a college-level course of study offered to high school students. Dual credit courses enable high school students to receive, simultaneously, both high school and college level course credit. Dual credit courses may be taught by full-time or adjunct college faculty or by a high school teacher who has been approved by the college to teach the course. A high school student may earn both high school and college credit (dual credit) for the same course upon completion of course requirements.

1.02 Dual credit courses achieve multiple purposes. The primary purpose of offering dual credit courses is to deliver high-quality college experiences to high-performing high school students. Dual credit courses also enrich and extend the high school curriculum, provide introductory college coursework, and avoid unnecessary duplication in coursework as students move from high school to college.

### 2.0 Dual Credit Delivery Methods

2.01 Dual credit courses may be delivered, to high school students, on the college campus, the high school, technical center, in a virtual environment, or through a combination.

### 3.0 Grades and Course Credit for Dual Credit Courses

3.01 The postsecondary institution grading policy will apply to college courses offered for dual credit with the exception of courses that are used in place of graduation requirements.

3.02 If dual credit course is used in place of graduation requirements, the district grading scale will be used.

3.03 College credit will be awarded for courses taken for dual credit upon the student's completion of the course requirements and will become part of the student's official college transcript.

3.04 High school credit will also be awarded by the secondary school upon successful completion of the course, once the student submits college grades to the high school. The award of a weighted elective high school credit course will be recorded on a postsecondary institution's transcript.

3.05 All grades earned for college credit by the student, in a dual credit course, will be recorded on a postsecondary institution's transcript.

4.0 Tuition and Other Charges Tuition for dual credit courses will be paid for by the Monroe County Board of Education, per board action on May 3, 2018. The student has the responsibility to purchase or rent the approved textbook(s), fees and lab materials.

4.02 Students are responsible for the cost of all official and unofficial transcripts needed for academic and personal use.

## 5.0 Student Eligibility

5.01 The eligibility of high school students to participate in dual credit courses may vary in accordance with the admission standards of the college or university offering the courses in high school.

5.02 Monroe County Schools recommends that students have an overall cumulative grade point average of 3.0 (on a 4.0 scale) the semester prior to the requested time of taking college course(s) and be recommended by the school principal or his or her official designee, as well as, parent approval.

5.03 All post-secondary institutions have academic requirements, per their academic handbook, outlining student academic eligibility. It is the responsibility of the student requesting the course and their parent/guardian to be aware of the selected institution's eligibility requirements. The online facilitator and/or guidance office can help student(s) locate eligibility requirements.

5.04 Students are required to satisfy any and all course prerequisites that is required for any course(s) the student requests to take, which includes any ACT or SAT scores or the college's placement test to determine eligibility in Math and/or English course(s) per college requirements or where it is applicable

## 6.0 Program Structure and Administration

6.01 Dual credit will only be awarded for college-level, credit bearing coursework counting for program or degree requirements. Each postsecondary institution must ensure the equivalency of student learning outcomes, consistency, and rigor of courses accepted for dual credit.

6.02 Dual credit courses offered in high schools must duplicate the identical course offerings delivered on campus to matriculated students. Courses must be approved for dual credit status, and the credit awarded must be deemed acceptable in transfer by the faculty of the appropriate academic department of the college.

6.03 Students enrolled in dual credit courses must adhere to the dates comparable to those specified on the college campus for registration, drop, withdrawal, or refund.

6.04 Students and/or parents are responsible to take action and maintain their enrollment status and be aware of the appropriate enrollment dates per the institution's academic calendar.

6.05 Students are responsible to make sure they locate and follow the professor's course syllabus. The course syllabus contains important due dates, expectations, readings, etc. The online facilitator and/or guidance office can help student(s) locate course syllabus.

### 7.0 Dual Credit Courses

7.01 Requests for additional dual credit courses are submitted to the Director of Curriculum and Instruction by the high school principal. Courses requests must show an alignment of the course syllabus and the course requirements of both the institution and the West Virginia Department of Education

Bluefield State University	Monroe County Course Equivalent
English 101	English 12
POSC 200 American National Government and POSC 218 State and Local Government	Civics

Concord University	Monroe County Course Equivalent
English 101	English 12
Psychology 101	Psychology

Glenville State College	Monroe County Course Equivalent
Math 109 College Algebra	Algebra III
English 101	English 12
Psychology 101	Psychology

POSC 203 American National Government/ and POSC 204 State and Local Government	Civics
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New River Community College Course	Monroe County Course Equivalent
MATH 109 College Algebra	Algebra III
MATH 110 Trigonometry	Trigonometry/Pre-Calculus
POSC 200 American Government/ and POSC 218 State and Local Government	Civics
French 101	French I and II
Psychology 101	Psychology
BUSN 100 Introduction to Business	1439 Business and Marketing Essentials
HLTH 201 Safety and First Aid	0711 Foundations of Health Science (with CPR and First Aid Certification)
MDST 120/121 Prin. Of Phlebotomy and Lab	0720 ECG/Phlebotomy
MAST 105 Medical Terminology	0721 Medical Terminology
CRMJ 151 Intro to Criminal Justice	1225 Fundamentals of Public Safety
CRMJ 155 Introduction to Forensic Investigation	1226 Ethical Issues in Public Safety and 1039 Practical Applications of Public Safety
Correctional Management	1034 Seminar in Corrections
COSC 101 MS Office Applications	1411 and 1413 Business Computer Applications I and II or Technical Computers I and II

WVU Institute of Technology Course	Monroe County Course Equivalent
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English 101	English 12
Psychology 101	Psychology
POLS 102 Introduction to American Government and POLS 220 State and Local Government	Civics
MATH 126 College Algebra	Algebra III

## 8.0 Articulated Program

### 8.1 Bluefield State College

The West Virginia Department of Education, Charleston, WV and Bluefield State College agree to offer an articulated program allowing students who have completed specific courses in the Health Science Education pathway. Students who complete 0711 Foundations of Health Science, 0715 Advanced Principles of Health Science, and are a completer of a Health Science Education program can transfer credits (8) and waive the requirements for BSC courses HLTH 100 Allied Health Pre-Readiness, HLTH 101 Personal Health and Wellness, HLTH 201 Safety and First Aid, and HLTH Medical Terminology.

Monroe County Course Requirements	Bluefield State College Courses
0711 Foundations of Health Science, 0715 Advanced Principles of Health Science	HLTH 100 Allied Health Pre-Readiness (1 credit)
*Students must be a completer of a Health Science Program	HLTH 101 Personal Wellness and Safety (2 credits)
	HLTH 201 Safety and First Aid (2 credits)
	HLTH Medical Terminology (3 credits)

### 8.2 Concord University

The West Virginia Department of Education and Concord University agree to offer an articulated program allowing students who have completed specific courses in the Careers in Education program. Students who complete 1301 Foundation in Education, 1302 Student Learning, Development and Diversity, 1135 Seminar in Educational Practice, and 1003 Early Childhood Education, and are completers of the Careers in Education program, will

receive credit for EDUC 210 and EDSP 265 (if the student is pursuing Special Education or Elementary Education). Student completers are required to present passing Praxis scores, complete a minimum of 40 course hours (19 hours from General Education Program) with a minimum of 2.75 GPA, and a Teacher Education program application for admission to the Teacher Education Program. Students should submit application for the credits while enrolled in EDUC 305 (Psychology of Teaching and Learning) at Concord University.

Monroe County Course Requirements	Concord University
<p>Must complete:</p> <p>1301 FOUNDATION IN EDUCATION,</p> <p>1302 STUDENT LEARNING, DEVELOPMENT AND DIVERSITY,</p> <p>1135 SEMINAR IN EDUCATIONAL PRACTICE,</p> <p>1003 EARLY CHILDHOOD EDUCATION</p> <p>*Students must be a completer of the Careers in Education program*</p>	<p>EDUC 210 Diversity, Culture, and Education in a Pluralistic Society (3 Hours)</p> <p>EDSP 265 Child and Adolescent Development (3 hours) (Only students pursuing Special Education or Elementary Education will receive credit for this course)</p> <p>*Will waive the following requirements for Teacher Education Program:</p> <ul style="list-style-type: none"> <li>-Admission to teacher education portfolio</li> <li>-Documentation of 75 volunteer hours working with children</li> </ul>

## 9.0 Other Issues Related to Dual Credit

### 9.1 Earn a Degree Graduate Early (EDGE) Credits

Students may take approved Career and Technical courses at the Monroe County Technical Center while in high school that convert to a variety of college credits offered through Community and Technical Colleges in West Virginia. Students enrolled in EDGE Courses must pass the approved course with a “B” or higher. EDGE Credits may be applied to a certificate or an Associate’s degree. Students should contact the College or University to determine eligibility.

### 9.2 Glenville State Collaboration

High School students (juniors and seniors) are eligible to enroll in college level courses at Glenville State College through the Dual Enrollment Program. This early entrance option allows students to earn both high school and college requirements at the same time.

A collaboration between the Monroe County Board of Education and Glenville State College allows for students to earn a: MONROE COUNTY ASSOCIATE OF ARTS GENERAL STUDIES – CRIMINAL JUSTICE EMPHASIS or ASSOCIATE OF ARTS GENERAL STUDIES – EDUCATION EMPHASIS, or ASSOCIATE OF ARTS GENERAL STUDIES – BUSINESS EMPHASIS.

All courses GSC offers to you will be credit bearing toward degree completion with the college. The majority of courses offered fill General Education requirements in ALL degree programs. These include: English, Math, History, and Science courses. The Majority of courses offered will transfer and be accepted as degree fulfilling in West Virginia. Students will be academically advised each semester by GSC's Dual Enrollment Counselor.

### 9.03 Grow Your Own (GYO)

Grow Your Own (GYO) is a program developed by the West Virginia Department of Education to help the teacher shortage in West Virginia. Monroe County Schools will follow state guidelines and regulations GYO program.

Approved by Board Action: November 18, 2014

Revised by Board Action: January 3, 2019

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