

Arenac Eastern Dual Enrollment Information for Students and Parents

Any student who intends to pursue dual enrollment must complete the instructions in the next paragraph, sign and return this packet to the high school office in order to participate in the dual enrollment program offered by Arenac Eastern Schools

You and your parent/guardian must initial in the left hand margins that you both have read, understood and discussed each of the following numbered statements and conditions for dual enrollment. The end of this document must be signed and dated by the student and the parent/guardian.

1. The Postsecondary Enrollment Options (PSEO) Act provides for payment from a school district's state aid foundation grant for enrollment of certain high school students in postsecondary courses of education. The bill establishes eligibility criteria for students, institutions, and courses; requires eligible charges (tuition, mandatory course or material fees, and registration fees) to be billed to a school district; establishes enrollment and credit requirement; and requires school districts to provide information to eligible students and their parents.
2. Students who are eligible to participate in postsecondary options are those who are in grade 11 or 12, are enrolled in at least 1 high school course, and who have attained qualifying scores from the PLAN test, PSAT test or ACT test, or have taken the MME test.
3. Districts must allow a student in grade 10 or 11 to take one or more of the qualifying tests. At Arenac Eastern High school, all students must take the Plan test in 10th grade and the ACT and MME tests in 11th grade. PSAT testing is voluntary and takes place in 11th grade.
4. The school districts are required to pay students' tuition and mandatory fees, materials fees, registration fees and any late fees charged by the postsecondary institution. Eligible charges do not include books, transportation, parking costs or activity fees. However, the total amount of tuition and fee support shall not exceed either of the following: a) the total amount of the tuition and fees for the course(s), or b) the sum of the state portion of the district's foundation allowance, per membership pupil, adjusted for the proportion of the school year that the student attends the postsecondary institution.
5. Students may dually enroll in more than one course at a postsecondary institution. The enabling legislation does not set any limitations on the number of college courses in which a student may enroll. The only stipulation are that the student be enrolled in both the district and postsecondary institution during the district's regular academic year, and be enrolled in at least one high school course. The

- legislation does not apply to any postsecondary courses a student is enrolled in, in addition to being enrolled full-time in the local district or in a postsecondary course a student is retaking after failing to achieve a satisfactory grade.
6. The payment for which school districts are responsible is based on the number of courses involved.
 7. Limitations regarding which courses a student may take at a postsecondary institution: the language stipulates that a course which qualifies for tuition support must be a course that is not offered by the school district, or that is offered but is not available to the student because of a scheduling conflict, as determined by the board of the school district; an academic course as opposed to an “activity course”, a course that is not a hobby craft or recreational course; a course that is not in the areas of physical education, theology, divinity or religious education; and a course that the postsecondary institution normally applies toward satisfaction of degree requirements.
 8. Students do not have to “exhaust” the high school’s curriculum before they are eligible for postsecondary enrollment. The language states that the postsecondary course(s) eligible for tuition support must be course(s) not offered by the district, but does not require students to take all available high school courses before enrolling in postsecondary courses. However, if the district offers college level equivalent courses (advanced Placement), these courses have precedence over an entry-level postsecondary course. Also, high school credits granted to a student under this act shall be counted toward the graduation and subject area requirements of the school district.
 9. Students may elect to take college courses during the school day or in the evening, Courses may be taken on or off campus, on the weekend, or online.
 10. Regarding whether students can receive PSEO tuition/fee support for college courses taken during the summer/spring term, the language states that students may receive support for courses during the school district’s regular academic year. This if the districts academic year is September through June, the district is not responsible for tuition/fee support of students attending summer college classes. However, many postsecondary institutions offer a spring term, which begins during a district’s academic year and ends during the summer. If 50 percent or more of the college class/term falls within the local district’s regular academic year, students must be allowed to enroll and receive tuition/fee support.
 11. The student decides what type of credit they will receive for postsecondary enrollment. The language states that, at the time an eligible student enrolls in a postsecondary course, he or she will designate whether the course is for high school or postsecondary credit, or both, and shall notify the high school and the postsecondary institution of his or her decision. Students taking more than one

postsecondary course may make different credit designations for different courses.

12. A student may not audit a college course under the Postsecondary Enrollment Options Act. Postsecondary courses taken under the Postsecondary Enrollment Options Act cannot be audited.
13. Regarding how much high school credit a district must grant a student for completion of a postsecondary course: the language state that a school district must grant academic credit if the student successfully completes a course, as determined by the postsecondary institution. The amount of high school credit granted shall be determined by the district.
14. As a dually enrolled student I have academic and social responsibilities which include, but are not limited to, the following:
 - I must attend class at the designated institution and provide my own round trip transportation.
 - I am expected to complete all assigned work.
 - I must have read each course syllabus and adhere to attendance and assignment expectations and deadlines according to the individual instructor and in conjunction with my home school.
 - I will not place myself in any endangering situation. As a high school student I understand that I will be attending courses with students who are older than I am. My parents and I have discussed their expectations for my social behavior in a postsecondary setting.
15. I understand that in order to participate in the dual enrollment program I must attend a meeting regarding the benefits, risks and possible consequences of enrolling in a postsecondary course. If after attendance at this meeting my parents/guardian or I need further clarification we will contact the high school counselor prior to enrollment.
16. I understand that if a student fails to complete the course of study in a Dual Enrollment course, and withdraws from the college, the tuition will be reimbursed to the school by the family.

We have read, understood, discussed, and initialed each numbered statement above.

(Student signature)

(Date)

(Parent signature)

(Date)