COOPERSVILLE
Area Public Schools
One Community, One Campus... Endless Opportunity

Dual Enrollment Information

What is it?

Dual Enrollment allows students to enroll in college courses while they are still in high school. CHS classes are replaced with college classes. The number of classes that a student drops here at CHS depends on the number of college credits the student takes. College courses must be scheduled at times that do not interfere with the regular high school schedule. Students that are 9,10,or 11th grade should only take one dual enrollment class their first semester of dual enrollment. Seniors may take more than one class their first semester on a permission basis.

Who pays for the college course(s)?

CHS pays a portion of the tuition, which is set by the state each year in October, approx $687. Courses that are 4 credits or more count as two classes. This amount is subject to change each year, so be sure to check with your high school counselor to verify the current year's allowance. Also check with the college to determine the actual cost of the course(s) you wish to take. Students are responsible for paying the difference. CHS does not know the cost of the class until we receive the bill from the college, students are responsible for any overage costs.

How many CHS courses can I drop?

A formula is used to determine the number of CHS courses the student is allowed to drop. See the "Dual Enrollment Calculations" sheet for detailed information on this.

Who can participate?

Any high school student in grades 9–12 who meets the requirements set by the college are allowed to dual enroll. Many colleges require a minimum high school GPA and/or ACT scores. Some colleges require minimum scores on placement tests before enrolling in their courses. Students are allowed to take up to 10 college courses through dual enrollment but no more than 6 in their senior year.

When should I apply?

The application process should begin in April for fall semester and in October for winter semester. Students are responsible for checking their email and responding as needed for enrollment. The deadline to register for Fall is May 1st. The deadline to register for Winter is October 31 at 2:15pm, all paperwork and registration must be completed by then.

What's the process?

The process varies from college to college. Read through the "DUAL ENROLLMENT PROCEDURES" sheet, and then see your counselor for further details. You MUST meet with your high school counselor in order to take dual enrollment courses! Do not sign up for college courses without following the proper steps, or CHS will not be able to cover any of the costs of the college tuition.

Which college courses can I take?

Students are not allowed to take courses in PE, hobby/craft/recreation, or religion/theology. If a similar course is offered at CHS, students should take the equivalent CHS course first. No course can be taken that is already offered in AP format at CHS. Students must be enrolled in at least one CHS course. CHS will not pay for summer dual enrollment courses.

What happens after the college course is completed?

All college courses will be added to the student's college transcript after final grades are received.. These courses cannot be removed from the college transcript, so only those students who are ready to work hard and be successful should participate in dual enrollment! Students are responsible for sending their college transcripts to the college they will be attending after graduation at their own expense.

Dr. Tricia M. McPheron
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Dear Student:

Effective April 1, 1996, Public Act 160 and Public Act 258 of 2000, created the Postsecondary Enrollment Options Act, commonly referred to as dual enrollment. This law directs school districts to assist students in paying tuition and fees for courses at Michigan public or private colleges or universities.

The following are some of the eligibility guidelines/standards:
1. Students in grades 8 through 12 may take up to ten postsecondary courses.

2. Students can qualify for dual enrollment by taking one of the following assessments: PSAT, PLAN, EXPLORE ACT, or MME. The following table shows the complete list of scores that help to qualify students for dual enrollment: Minimum Qualifying Scores

3. 388.155 Rule 5 (2) The acts do not prohibit a district from supporting any pupil regardless of eligibility under these acts. A district may elect to support college level courses or career preparation courses for any pupil if it is in the best interest of the pupil.

4. Students must be enrolled in both the eligible school (public or private) and eligible postsecondary institution during the local school's regular academic year and must be enrolled in at least one high school class.

5. The college courses cannot be a hobby, craft, or recreation course, or in the subject areas of physical education, theology, divinity, or religious education.

6. School districts are required to pay an amount equal to the prorated percentage of the statewide pupil-weighted average foundation allowance, based on the proportion of the school year that the eligible student attends the eligible postsecondary institution. Eligible charges include tuition and mandatory course fees, material fees, and registration fees required by an eligible institution for enrollment in the course. Eligible charges do not include transportation or parking costs or activity fees.

Please review the contents of this letter with your parents. If you believe you are eligible for dual enrollment, qualify for tuition and fee support, and wish to participate, contact your high school counselor.

Sincerely,

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