Spring JCTC/JCPS Online Class Dual Credit Enrollment Process

General Information Concerning Jefferson Dual Credit Spring 2024 online course registration with JCPS high schools and participating private schools

Online dual credit classes start 1/8/24 and finish the week of 5/5/24. Students and parents/guardians can visit Jefferson's updated web page for general information on dual credit.

Basic Requirements for General Education Classes

Students must meet KCTCS college readiness benchmarks and any course specific prerequisites to enroll in dual credit courses. We have listed the basic requirements below and specific course prerequisites in the class listing at the end of this document.

- **Non-Math Courses:**
  - 3.0 Cumulative GPA
  - **OR** ACT Reading 20 *AND* ACT English 18
  - **AND** any course specific requirements listed in the college catalog (see list below)
- **MATH 146 Contemporary College Math**
  - 3.0 Cumulative GPA
  - **OR** ACT Math 19
- **MATH 150 College Algebra**
  - 3.2 Cumulative GPA
  - **OR** ACT Math 22

DUAL DC CREDIT

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TO TAKE ONLINE DUAL CREDIT CLASSES WITH JCTC, STUDENTS MUST FOLLOW THE PROCESS OUTLINED BELOW. STEPS INCLUDE: APPLY TO THE COLLEGE, COMPLETE THE ENROLLMENT AGREEMENT, COMPLETE CLASS PREFERENCE GOOGLE FORM, COMPLETE ORIENTATION FORM, ATTEND VIRTUAL ORIENTATION AND ACITVATE STUDENT ACCOUNT. WE HAVE LAID OUT THE STEPS BELOW AND PROVIDED LINKS TO REQUIRED ACTIONS.

If a student is taking a dual credit class with JCTC for Fall 2023, they just need to complete the class preference google form. If they did not take a DC class in Fall 2023, they will need to complete the entire process.

1. **October 12** High Schools notified of process and Early Registration opens.
2. **Beginning October 12** Students not taking a Fall 2023 class, complete application to the college, complete dual credit enrollment agreement with parent/guardian and complete the Orientation Form [Dual Credit Application Process] Control Click to access the application process. Please complete the first two steps prior to being registered for a class and steps three and four after you are registered for a class and have been notified in your email.
3. **Beginning October 12** Students may begin setting their preferences using this link: JCTC dual credit online preference form for Spring 2024
4. **Beginning October 18** High school counselors are notified weekly of students completing class preference and their enrollment status. This helps to identify students that are missing items that prevent registration.
5. **Beginning October 18** High schools send dual credit office copy of HS transcript with eligible GPA scores
6. **Beginning October 18** Dual credit office begins registering students and notifies students by email
7. **November 30 – 5 PM** Early registration students attend online orientation held virtually through Microsoft Teams – Invitation will be sent the Friday prior to students through Microsoft Teams- Parents/guardians are encouraged to attend. High School Principals, Counselors and Academic Coaches are welcome to attend. Students that have not taken a JCTC dual credit course previously must attend one of the two virtual orientations.
8. **December 14 L**ast call for student to complete preference sheet and complete application process
9. **December 14** Last date for counselors to submit HS transcript and approve student for DC enrollment
10. **December 14** Last opportunity for student to attend virtual Microsoft Teams orientation. Invitation will be sent the Friday prior to students through Microsoft Teams- Parents/guardians are encouraged to

attend. High School Principals, Counselors and Academic Coaches are welcome to attend. Students that have not taken a JCTC dual credit course previously must attend one of the two virtual orientations.

11. **Jan 8** Dual credit classes start. Students must Login to Blackboard to get started

Helpful Links

Enrollment agreement:
https://jefferson.kctcs.edu/dual-credit/student-resources/Forms/dc-enrollment-agreement.aspx

Dual Credit Application Process: https://jefferson.kctcs.edu/dual-credit/dual-credit-appl-process.aspx

Below is a list of online dual credit courses being offered for Spring 2024. Students may choose courses from the following list. **Please make sure student choices are approved by the HS counselor prior to completing the google class preference form.** We will enroll students on a first come basis for students that have completed all enrollment requirements, i.e. college application, enrollment agreement, orientation checklist, and have a qualifying assessment score. Students will be notified using the email address they provided during the course preference setting.

Students using a KHEAA scholarship to cover the tuition please note the scholarship does not cover cost of digital content associated with your course. Any content charges associated with your course will be billed as tuition and will be the student's responsibility.

Subject Area	Catalog Nbr	Course Description	Prerequisite
*AHS	115	Medical Terminology	2.0 GPA
ART	100	Intro to Art	3.0 GPA or ACT RDG 20
ASL	101U	American Sign Language I	3.0 GPA or ACT RDG 20
ASL	102U	American Sign Language II	3.0 GPA or ACT RDG 20
*BAS	120	Personal Finance	3.0 GPA or ACT MAT 19
*BAS	160	Introduction to Business	2.0 GPA
BIO	112	Introduction to Biology	3.0 GPA or ACT RDG 20
BIO	113	Intro to Biology Laboratory	Pre or co req of BIO 112
BIO	120	Human Ecology	3.0 GPA or ACT RDG 20
BIO	121	Human Ecology Laboratory	Pre or co req of BIO 120
BIO	137	Human Ana & Phys I with Lab	3.0 GPA or benchmark ACT scores in ENG/RDG and MAT
*CIT	105	Introduction to Computers	2.0 GPA OR ACT RDG 16

DUAL CREDIT

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COM	181	Basic Public Speaking	3.0 GPA or benchmark ACT scores in ENG/RDG
ECO	201	Principles of Microeconomics	3.0 GPA or ACT RDG 20
ECO	202	Principles of Macroeconomics	3.0 GPA or ACT RDG 20
ENG	101	Writing I	3.0 GPA or ACT ENG 18
ENG	102	Writing II	Prereq ENG 101
GEO	152	Regional Geography of World	3.0 GPA or ACT RDG 20
GLY	110	Environmental Geology	3.0 GPA or ACT RDG 20
HIS	101	World Civilization I	3.0 GPA or ACT RDG 20
HIS	102	World Civilization II	3.0 GPA or ACT RDG 20
HIS	108	History of the US Through 1865	3.0 GPA or ACT RDG 20
HIS	109	History of the US Since 1865	3.0 GPA or ACT RDG 20
HIS	260	African American Hist to 1865	3.0 GPA or ACT RDG 20
HIS	261	African-Amer Hist 1865-Present	3.0 GPA or ACT RDG 20
HUM	120	Intro to the Humanities	3.0 GPA or ACT RDG 20
MAT	146	Contemporary College Math	3.0 GPA or ACT MAT 19 or KYOTE KMATH 22
MAT	150	College Algebra	GPA: 3.2 or ACT MAT 22 or KYOTE KALG 14
MAT	155	Trigonometry	GPA: 3.2 or ACT MAT 22 or KYOTE KALG 14
MUS	100	Intro to Music	3.0 GPA or ACT RDG 20
PHI	100	Intro to Philosophy	3.0 GPA or ACT RDG 20
POL	101	American Government	3.0 GPA or ACT RDG 20
PSY	110	General Psychology	3.0 GPA or ACT RDG 20
REL	130	Intro to Comparative Religion	3.0 GPA or ACT RDG 20
SPA	101	Elemen Spanish I	3.0 GPA or ACT RDG 20
SPA	102	Elemen Spanish II	Prereq SPA 101
STA	220	Statistics	Prereq MAT 150 or MAT 146 with a "C" or better

* Career and Technical Education courses are only approved for Work Ready dual credit scholarship. Students cannot use a DCS dual credit scholarship to cover these courses. Only public high school students are eligible for the Work Ready DC scholarship. If you are in a private school and choose one of these courses, you will not have a KHEAA scholarship to cover the tuition for that course.