

THE CONCURRENT ENROLLMENT / DUAL CREDIT PROGRAM

2011 - 2012

GUIDEBOOK

BRAZOSPORT COLLEGE

and

ANGLETON INDEPENDENT SCHOOL DISTRICT



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Welcome to the Angleton Independent School District / Brazosport College Concurrent Enrollment / Dual Credit Program

What is Dual/Concurrent Enrollment?	3
Student Eligibility	4
Financial Aid for Dual Credit	4
Rules and Procedures	5
Dual or Concurrent Classes Online	5
The Dual Credit Course Equivalency Table	6, 7
Testing Requirements	8
New Student Orientation	8
High School Schedule	9
Class Ranking Scale	10
The Enrollment Checklist	11
Transfer of Credits	12
Standards of Student Conduct	13
Thirty + College Credit Curriculum Example	14
The Guidebook Agreement/ Receipt Form	15

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What is Dual/Concurrent Enrollment?

Dual credit courses are college courses that meet or exceed the Texas Essential Knowledge and Skills requirements for Texas public schools. High school students may concurrently enroll in Brazosport College with the permission of their high school principal or counselor and the college counselor.

Students are encouraged to participate in the Dual Credit and Concurrent Enrollment Program. Once a student has completed the sophomore year, met minimum passing standards on the TAKS test, and is classified as a junior, he/she is eligible to take the **COMPASS** test, a **Texas Success Initiative (TSI)** approved test, before registering for college classes (See page 8 for exemptions).

There are three options to taking college courses.

1. High school - as a part of students' high school schedule
2. Evening classes at Brazosport College or another site on students' own time
3. Day class at another high school or BC requires special permission from the principal and counselor to leave the campus to attend classes during the day

Students must be enrolled in at least 5 classes in order to take college courses.

Dual credit classes are college courses for which a student receives both high school and college credit. Dual credit will be received upon successful completion of college courses with a minimum grade of "D". However, some high schools will not grant high school credit for college courses having a grade of "D" a minimum grade of "C" is required to receive high school credit. Angleton Independent School District (AISD) **does not** accept the grade of "D" for college courses. A grade of "**C**" or **better is required** to receive high school credit. Check with the high school or college counselor for more information about credits.

Juniors typically take U.S. History, Psychology, Sociology, Speech, Biology, or computer classes. Seniors take these classes also, plus Government, Math, and English. These are just some of the classes that offer dual credit. There are many more but these are the most popular choices.

A list of college classes approved for dual credit is on pages 6 & 7 of this guidebook. There is also a list of approved dual credit courses in the Angleton High School Academic Catalog.

Concurrent enrollment means that a student is enrolled in more than one school at the same time. Concurrent enrollment classes are any college course where the student does not receive high school credit. Students receive college credit only for these courses.

Some of the courses that are taken concurrently are college sophomore English, advanced computer technology classes, advanced math courses, office management classes, and may be any course in the college catalog for which the student is eligible.

Students may take up to two college courses each semester. Students requesting more than two college courses, during any given semester, will need special approval from the appropriate college dean and counselor.

Students enrolling in college courses for high school credit should be aware that these are college level courses taught by college faculty. All students, regardless of age or class standing, will be held to the same standards. Grades earned become part of the student's permanent record at Brazosport College.

Student Eligibility

To be eligible to enroll into the Dual Credit/Concurrent Enrollment Program a student must have completed the 10th grade, met minimum passing standards on the TAKS test, be classified as a junior, follow the Recommended Graduation Plan or Distinguished Achievement Program, be enrolled in at least 5 classes, pass the **COMPASS** test, and have a good record in the following areas.

- **Attendance:** The student must not have had excessive absences in the semester previous to the enrollment period. (90% Rule applies) (Texas Education Code [TEC], Chapter 25 Rule 092)
- **Discipline:** The student must not have had severe discipline problems in the semester previous to the enrollment period. (AEC / Boot Camp) (TEC Chapter 37 Rule 124)
- **Grades:** The student must have passed all of his/her classes, including college courses, in the semester previous to the enrollment period.
Any student failing a dual enrollment class will be placed on automatic probation for the next college session in which they enroll. If during the second session, they fail another class they will be prohibited from enrolling in college classes for one semester. Their enrollment status will be reviewed after the prohibited semester.

When students satisfy the above qualifications they are eligible for college admission. Each student must meet admission requirements in order to register for classes at Brazosport College. The registration process will be discussed later.

Financial Aid for Dual Credit Students

Students enrolling in the Concurrent Enrollment Program can apply for aid through the Financial Aid Office at Brazosport College.

Students must meet income eligibility requirements to receive a Texas Public Education Grant (TPEG) for tuition, fees, and textbooks. Students can receive up to \$350.00 for each semester they are enrolled in dual credit college courses. Students must enroll in at least three (3) college credit hours, one (1) college course, each semester they request aid.

Grants and scholarships are available on a first come, first served basis. In order to determine eligibility for these grants and scholarships the student and parent must fill out a FAFSA (Free Application for Federal Student Aid) online at www.fafsa.gov. Check the BC Financial Aid Office website at <http://www.brazosport.edu/sites/CurrentStudents/FinancialAid/default.aspx> for deadlines.

Steps to Getting Financial Aid

Step 1	Step 2	Step 3	Step 4
See your high school counselor and then see Mrs. Phillips to sign up for at least 3 college credit hours.	Go to the FAFSA website and apply for a Personal Identification number (PIN). You will need to apply for one for both student and parent	Fill out and submit the FAFSA online at www.fafsa.gov	When you receive Paperwork from BC Financial Aid Office, complete and return it.

If you need assistance please contact the BC Financial Aid Office at 979.230.3377.

Rules and Procedures

Students must attend college classes. Persistent non-attendance of college classes is considered **truancy** by the high school and will be treated as such. The college has an attendance policy in which the student may be withdrawn from the class by the instructor if the student misses 3 - 5 regular daytime classes or 1 - 2 evening classes, depending on the instructor. The college also sends a progress report to the high school periodically, and reports all students who are failing or withdrawn. It is very important not to miss class. If a student must miss because of some uncontrollable circumstance, the student must contact the instructor as soon as possible.

Students with attendance problems and/or failing grades will be called in to discuss their circumstances with Mrs. Dodge. Parents will be notified of any problems with college classes.

Students will **not be allowed to withdraw** from a college course without special permission from the high school counselor and college counselor. If, for some unforeseen circumstance, a student must withdraw from a college class, he/she must fill-out a **Class Drop/Withdrawal Form** and have it signed by a parent, high school counselor, and college counselor before being withdrawn from the course. Forms can be picked up in the Counseling Office from Mrs. Dodge.

Students must be aware of **deadlines** new student orientation, TSI testing, registration, payment of tuition and fees, financial aid, withdrawing from a class, transcripts, and attendance.

Dual or Concurrent Classes Online

Almost all Brazosport College courses are available online, and may be taken for dual or concurrent credit. However, these classes will require more self discipline and problem solving skills than most college classes. The interested student should consult with the Shared Counselor and the high school counselor to decide if an online class is suitable for that students needs.

A booklet entitled "Distance Learning at Brazosport College", available from the Shared Counselor or from any BC Counselor, gives more information about online classes. Brazosport College also uses the "Readiness for Education at a Distance Indicator" (READI) as a tool to assist students in understanding the skills required to complete an online course. READI is not a screening tool to keep the student from taking an online course, but rather is a guide to help the student improve the ability to learn. The student can log onto READI at <http://www.brazosport.edu/sites/CurrentStudents/DistanceLearning/DL/readi.aspx> to get an idea of whether online courses are the right choice.

2011 - 2012 AHS Dual Credit Course Equivalency Table

Brazosport Course	College Credit Hours	BC Course Title	AHS Course Title	High School Credit
ARTS 1301	3	Art Appreciation	Art 1	1
AUMT 1305 AUMT 1407	3 4	Intro to Automotive Technology Automotive Electrical Systems	Automotive Technology	2
AUMT 1410 AUMT 1419	4 4	Automotive Brake Systems Automotive Engine Repair	Advanced Automotive Technology	3*
BIOL 1406 BIOL 1407 BIOL 2401	4 4 4	General Biology I General Biology II or Human Anatomy & Phys	AP Biology	1*
CHEM 1411 CHEM 1412	4 4	General Chemistry I General Chemistry II	AP Chemistry	1*
CNBT 1301	3	Introduction to the Construction Industry	Principles of Manufacturing	½
CNBT 1300	3	Residential and Light Commercial Blueprint Reading	Architectural Design	2
CRPT 1325	3	Forms and Foundations I	Construction Technology	2
DRAM 1330	3	Stagecraft	Technical Theater I	1
DRAM 1310 DRAM 1351	3 3	Intro to the Theater Beginning Acting	Theater Arts I	1*
DFTG 1305 DFTG 1309	3 3	Technical Drafting Basic Computer Aided Drafting	Advanced Architectural Design	3
ECON 2301	3	Principles of Economics I	Economics	½
ELPT 1319 & ELPT 1329	3 3	Fundamentals of Electricity I & Residential Wiring	Electrical Technology	2
ELPT 1321 & ELPT 1345	3 3	Intro to Elec. Safety & Tools Commercial Wiring	Advanced Electrician Technology	3*
ENGL 1301 ENGL 1302	3 3	Composition & Rhetoric I Composition & Rhetoric II	English IV	1*
GEOG 1303	3	World Geography	World Geography Studies	1
GOVT 2301 GOVT 2302	3 3	Federal, State, & Local Govt. I Federal, State, & Local Govt. II	Government	½*
HART 1310 & HART 1401	3 4	Shop Practices & Tools Basic Electricity for HVAC	Heating, Air Conditioning & Refrigeration	2
HART 1407 & HART 2445	4 4	Refrigeration Principles Residential Air Conditioning	Advanced Heating, Air Conditioning & Refrigeration	3*
HIST 1301 HIST 1302	3 3	US History to 1877 US History 1877 to Present	US History	1*
ITSC 1401 or BCIS 1405	4 4	Introduction to Computers or Business Computer Information Systems	Business Information Management (BIM)	1
ITSE 1313	3	Internet/Web Page Development	Web Design	1/2
MCHN 1338 MCHN 1341	3 3	Basic Machine Shop I Basic Machine Shop II	Precision Metal Manufacturing	2
MCHN 1352 MCHN 1354	3 3	Intermediate Machining I Intermediate Machining II	Advanced Precision Metal Manufacturing	2

Brazosport Course	College Credit Hours	BC Course Title	AHS Course Title	High School Credit
MCHN 1325 MCHN 1329	3 3	Millwright I Millwright II	Precision Metal Manufacturing	2
MCHN 2305 MCHN 2307	3 3	Millwright III Millwright IV	Advanced Precision Metal Manufacturing	2
MATH 1314 MATH 1316 MATH 1342 MATH 1324	3 3 3 3	College Algebra** Trigonometry or Statistics or Math Business & Economics I	Pre-Calculus	1*
MATH 2412 MATH 2413	3 4	Pre-Calculus Calculus I	Calculus I	1*
PHYS 1401 PHYS 1402	4 4	College Physics I College Physics II	AP Physics	1*
POFT 1227	3	Beginning Keyboarding	Keyboarding	½
PSYC 2301 or PSYC 1300	3 3	General Psychology or Learning Frameworks	Psychology	½
PTAC 1302 PTAC 1408	3 4	Introduction to Process Technology Safety, Health, & Environment	Petrochemical Processing	3*
PTAC 1432 PTAC 2410	4 4	Process Instrumentation Process Technology I - Equipment	Instrumentation I Instrumentation II	3*
SOCI 1301	3	Introduction to Sociology	Sociology	½
SPAN 1411	4	Beginning Spanish I	Spanish I	1
SPAN 1412	4	Beginning Spanish II	Spanish II	1
SPAN 2311	3	Intermediate Spanish I	Spanish III	1
SPAN 2314	3	Intermediate Spanish II	Spanish IV	1
SPCH 1315	3	Fundamentals of Speech	Professional Communications	½
WLDG 1428	4	Introduction to Shielded Metal Arc Welding+	Principles of Manufacturing	½
WLDG 2443	4	Advanced Shielded Metal Arc+	Welding	2
WLDG 2406	4	Intermediate Pipe Welding+	Advanced Welding	3

*Two college courses must be taken to receive high school credit.

Students taking college algebra must score at least 66 on the Texas Success Initiative approved Math Test (COMPASS**), or qualify for an exemption.

+Personal equipment is required to take the Welding Classes at BC. The average cost for all of the equipment is \$160.00.

Testing Requirements

In order to take academic classes at any public college or university in Texas, students must take or be exempt from the **COMPASS** test or a **Texas Success Initiative (TSI)** approved test. Students are exempt if they have the following scores on the TAKS, SAT, or ACT.

*Partial exemptions for Math or English are available with exams taken after April 1, 2004.
Please contact a counselor for more information about exemptions.*

TAKS	SAT	ACT
Writing: 3 or 4	Combined verbal & math score: 1070	Composite score: 23
ELA: 2200	Verbal: 500 (minimum)	English: 19 (minimum)
Math: 2200	Math: 500 (minimum)	Math: 19 (minimum)

If a student is not exempt and wants to take an academic class, he/she can register for the **COMPASS** test (state approved TSI test), in person at the Counseling and Testing Receptionist desk at Brazosport College.

If a student is taking a **technical course**, such as welding, computer, electricity, etc., the **COMPASS** test may not be required. However, testing may be required for some advanced technical classes.

New Student Orientation

Brazosport College requires that all first-time college students attend New Student Orientation. This orientation consists of a video about the services the college offers to help students succeed as well as an on-campus orientation. If a student will be a first-time college student he/she must attend orientation before registering for college classes.

Orientation is Mandatory!



REMEMBER

Each Semester Requires Registration and Payment of Tuition and Fees

High School Schedule

Some dual credit courses are taught on the high school campus. Counselors will inform students which classes will be offered as part of the high school schedule. Students must request dual credit courses when they pre-register for high school classes in the spring. If the requirements for taking dual credit courses are not fulfilled by the deadline, the regular high school course will be placed in students' schedules. Be sure to check the deadlines (page 4) when requesting college classes.

Some dual credit classes are not offered as a part of the high school schedule. Students may get special approval from the counselor and principal to leave the high school campus to attend a college class on another campus or at Brazosport College. Evening courses also could be taken on the students' own time.

Schedules are final once high school classes begin

CLASS RANK SCALE

The following grade point scale is used to determine class rank.

Pre-AP/AP Selected Dual/Concurrent		Advanced	Regular	Modified
Grade	Points	Points	Points	Points
100	8.0	7.0	6.0	5.0
99	7.9	6.9	5.9	4.9
98	7.8	6.8	5.8	4.8
97	7.7	6.7	5.7	4.7
96	7.6	6.6	5.6	4.6
95	7.5	6.5	5.5	4.5
94	7.4	6.4	5.4	4.4
93	7.3	6.3	5.3	4.3
92	7.2	6.2	5.2	4.2
91	7.1	6.1	5.1	4.1
90	7.0	6.0	5.0	4.0
89	6.9	5.9	4.9	3.9
88	6.8	5.8	4.8	3.8
87	6.7	5.7	4.7	3.7
86	6.6	5.6	4.6	3.6
85	6.5	5.5	4.5	3.5
84	6.4	5.4	4.4	3.4
83	6.3	5.3	4.3	3.3
82	6.2	5.2	4.2	3.2
81	6.1	5.1	4.1	3.1
80	6.0	5.0	4.0	3.0
79	5.9	4.9	3.9	2.9
78	5.8	4.8	3.8	2.8
77	5.7	4.7	3.7	2.7
76	5.6	4.6	3.6	2.6
75	5.5	4.5	3.5	2.5
74	5.4	4.4	3.4	2.4
73	5.3	4.3	3.3	2.3
72	5.2	4.2	3.2	2.2
71	5.1	4.1	3.1	2.1
70	5.0	4.0	3.0	2.0

"There are not two worlds education and work
 There is one world É life."
W. Wirtz



Enrollment Checklist

- Complete the sophomore year of high school and be classified as a junior.
* Sophomores are eligible to enroll in Learning Frameworks during their spring semester
- Meet minimum passing standards on 10th Grade TAKS Reading, Writing, and/or Math tests
- Complete the online Brazosport College application at www.applytexas.org
- Complete the Dual Credit Approval Form signed by student, parent, counselor, and principal
- Take the COMPASS test, if applicable
- View the online New Student Orientation video and complete the online Survey.
- Submit applicable test scores unless the student qualifies for an exemption (See page 7)
- Complete an Early Admission/Dual Credit Form, signed by the student and a parent/guardian
- Download, print, sign and remove The Dual Credit Guidebook Agreement Receipt Form
- Submit all completed forms and paperwork to Mr. Holcombe for verification and his signature
- Register and pay Tuition and Fees, online, at Brazosport College, or on campus, in person
- Go to the BC library for a Student ID card, then go to the IT Help Desk to activate email account
- Buy books and supplies at Brazosport College bookstore
- Bring the college tuition and fees payment receipt (green sheet) to the high school counselor
- Meet with high school counselor to make appropriate schedule changes, if needed

Deadlines –

- COMPASS testing
- Orientation
- Registration dates
- Payment of tuition and fees
- Financial aid (scholarships, grants, loans, etc)
- Withdrawing from a class

Transfer of Credits

The state of Texas has set up a system of Core Curriculum in which every public college and university must accept as part of its Core Curriculum any transfer class that has been identified as part of the Core Curriculum of the previous institution.

Most other college credits will transfer to senior colleges and universities in Texas, except for courses with a grade of "D". Some colleges may accept one or two "D's", but most will not accept them. Before transferring credits, students should check with the college that they are planning to attend. Students should study carefully the degree requirements of the senior college they plan to transfer and arrange a program of work based on this study.

Component Area	Core Code	Required Semester Credit Hours	Core Courses
Communication (Core A)	010	6	ENGL 1301 and ENGL 1302,
Communication (Core A)	011	3	SPCH 1315
Mathematics (Core B)	020	3	One course from: MATH 1314, 1316, 1324, 1325, 1332, 1342, 1350, 1351, 2412, 2413, 2414
Natural Sciences (with Laboratories) (Core C)	030	8	Two courses from: CHEM 1411, 1412 PHYS 1401, 1402, 2425, 2426 BIOL 1406, 1407, 2420 ENVR 1401, 1402
Humanities (Core D)	040	3	One course from: HUMA 1301, PHIL 1301, ENGL 2322, 2323, 2327, 2328, 2331, 2342, 2343
Visual & Performing Arts (Core D)	050	3	One course from: ARTS 1301, DRAM 1310, MUSI 1306
US History (Core E)	060	6	HIST 1301 and 1302, HIST 2301 HIST 2302 and 1302, HIST2327 and 2328
Political Science (Core E)	070	6	GOVT 2301 and GOVT 2302
Social/Behavioral Science (Core E)	080	3	One course from: PSYC 2301, 2314, 2316 SOCI 1301, 1306, 2301
Computer Literacy (Core F)	090	4	BCIS 1405
Total Minimum Requirements		45	

"If a student successfully completes the 45 semester credit hour core curriculum at Brazosport College, that block of courses is transferable to any other Texas public institution of higher education and must be substituted for the receiving institution's core curriculum. A student shall receive academic credit for each of the courses transferred and may not be required to take additional core curriculum courses at the receiving institution unless the Texas Higher Education Coordination Board has approved a larger core curriculum at that institution.

A student who transfers to another institution of higher education without completing the Brazosport College core curriculum shall receive academic credit within the core curriculum of the receiving institution for each of the courses that the student has successfully completed in the Brazosport College core curriculum." – Statewide Transferability of Brazosport College Core Curriculum

STANDARDS OF STUDENT CONDUCT

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct and that they will observe these rules as a matter of training and habit. The institution accepts the concept that where its interests as an academic community are involved, the special authority of the institution should be asserted.

Breaches of Conduct

The college regards the following as illustrations of misconduct that will result in action by the appropriate college authority. Notation of disciplinary action imposed upon students shall be made a part of the student's permanent file in the Office of the Dean of Student Services. Misconduct shall include, but not be limited to, the following:

- ◆ **Scholastic dishonesty** – including, but not limited to, cheating on a test, plagiarism, and collusion. **Cheating** on a test includes: copying from another student's test paper; using test materials not authorized by the person administering the test; knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an un-administered test or a test that may be used again; and the unauthorized transporting or removal, in whole or in part, of the contents of an un-administered test or a test that may be used again. **Plagiarism** shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means, another's work and the unacknowledged submission or incorporation of it in one's own written work. **Collusion** shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Students determined to be guilty of cheating, plagiarism, or collusion shall be subject to dismissal from the class with a failing grade. A second offense may be cause for suspension from college.
- ◆ Interference with teaching, research, administration, or the college's subsidiary responsibilities through "disorderly conduct" or "disruptive behavior."
- ◆ Unauthorized use of college property.
- ◆ Refusal to provide identification when requested to do so by a college official.
- ◆ Violations of the Penal Statutes of Texas or of the United States.
- ◆ Endangering the health or safety of others including, but not limited to, assault, physical abuse, verbal abuse, threats, intimidation, harassment, or coercion.

The Associate Dean of Student shall consider and take appropriate disciplinary action when violation of law, college rules and regulations, and other breaches of conduct by students are reported.

HIGH SCHOOL GRADUATION WITH THIRTY+ COLLEGE HOURS SUGGESTED CURRICULUM ONLY

Note: any combination of college classes may be taken to achieve 30+ hours. This is a suggested program that incorporates dual credit academic classes.

SUMMER AFTER SOPHOMORE YEAR				
SSI	Sem. Hr.	SSII	Sem. Hr.	Total
PSYC 1300 (Learning Frameworks)	3	BCIS 1405	4	7
		SPCH 1315 (Comm. Appl.)	3	3
	3		7	10

JUNIOR SCHOOL YEAR				
FALL	Sem. Hr.	SPRING	Sem. Hr.	Total hrs.
HIST 1301 (U.S. History)	3	HIST 1302 (U.S. History)	3	6
MATH 1314	3	MATH 1316	3	6
	6		6	12

SUMMER AFTER JUNIOR YEAR				
SSI	Sem. Hr.	SSII	Sem. Hr.	Total hrs.
GOVT 2301 (U.S. Govt.)	3	GOVT 2302 (U.S. Govt.)	3	6
ARTS 1301	3			3
	6		3	9

SENIOR YEAR				
FALL	Sem. Hr.	SPRING	Sem. Hr.	Total hrs.
ENGL 1301 (English IV)	3	ENGL 1302 (English IV)	3	6
	3		3	6
TOTAL NUMBER OF COLLEGE HOURS				37

Courses in **bold** are offered on the Angleton High School campus

The Guidebook Agreement / Receipt Form

I, _____, have received the Dual Credit/Concurrent
Print Student Name Here Enrollment Guidebook.

Remove this page, sign it, and turn it in with completed forms to Mrs. Dodge

1. I acknowledge that I have received, read and understood the contents of this booklet.
2. I agree to follow the guidelines presented in this booklet.
3. I understand that not following these guidelines could delay or prevent college registration, and may be grounds for withdrawal from college classes and placement into high school classes.
4. I understand, as a parent/guardian, that my child is enrolled in college classes that may require the student to leave the AHS campus to attend college classes at Brazosport College or another high school. I do not hold Angleton Independent School District responsible for my child during this time.
5. By signing this document, I agree, as a student, to be responsible for Texas Success Initiative approved testing (**COMPASS**), filling out all forms, submitting all forms to Mrs. Dodge, paying tuition and fees, buying books, providing transportation to and from the college, being aware of deadlines, and attending all college classes.

Student's Signature

Date

Parent/Guardian's Signature

Date

