

## Dual Credit Policies and Practices at UAF, UAA and UAS –BOR Meeting (September 2012)

### UAF

#### **High School and Secondary School Students**

High school and secondary students may take classes at UAF. One program, Alaska Higher Education Admission Decision (AHEAD), requires formal admittance to UAF (see Admissions Requirements). Secondary student enrollment and TECH PREP, however, do not entail formal admission.

#### **Secondary Student Enrollment**

The secondary student enrollment process allows secondary school students to register for UAF classes. A student meeting course prerequisites may enroll in university classes with permission of the instructor or the department head. Students must consult their appropriate school district officials and school counselors for approval prior to registration if they wish to use university courses to meet high school graduation requirements. Registering for courses at UAF establishes



the total number of UAA credits a student may receive through Tech Prep. However, there may be limits to the number of those credits that may apply to a specific degree.

Where possible, Tech Prep courses are articulated to UAA lower division requirements for specific programs. In some cases, courses may be articulated to UAA lower division elective credit.

## UAS

UAS welcomes students under the age of 18 who are ready for college-level work to enroll in many of the classes that we offer under the policies described below. However, students who are under the age of 18 and have not graduated from high school or obtained a GED are ineligible for admission to a degree program and cannot receive financial aid.

### **Dual enrollment students**

A dual enrollment student is one who is simultaneously enrolled in a high school curriculum and also is taking courses at UAS. The courses that the student takes at UAS will be used to fulfill high school graduation requirements. The purpose of dual enrollment is to provide high school students with access to course credit, to help them save time and money, and to provide them with the opportunity to earn college credit while still in high school.

Pre-college courses (numbered 050-099) are not open to enrollment by underage students. These courses cover pre-college coursework that should be first obtained in a student's high school curriculum. Exceptions may be approved by the instructor.

Underage students must meet the same course pre-requisites that are required of other students. Underage students are required to abide by the Student Code of Conduct at all times.

**Registration process policies for underage students and dual enrollment students:**

Meet with an advisor from the Student Resource Center in Juneau, the Student Services Manager in Ketchikan, or Student Services Advisor in Sitka to discuss the goals, risks, and rewards of enrollment in college courses.

Submit high school transcripts that reflect a cumulative GPA of at least 3.0. A new transcript is required for each semester.

Take Accuplacer assessments for initial placement in Math and English courses. Scores from SAT or ACT tests taken within the past year may be substituted.

Complete the Dual Enrollment and Underage Student Registration form which includes signatures of the student, parent, high school counselor (if appropriate), UAS advisor, and instructor.

Students under 16 will also be required to have the appropriate Dean's signature. ***Note: Instructor signature is required; it indicates faculty approval but does not guarantee admittance into a course.***

Complete an Education Record Information Release form (FERPA) in order for UAS officials to be able to speak to parents and counselors about the student's academic progress, registration

UA Dual Credit Matrix

<u>Program</u>	<u>UAA</u>	<u>UAF</u>	<u>UAS</u>
Dual enrollment of secondary students	Yes	Yes	Yes
Tech Prep	Yes	Yes	Yes
AHEAD*	n/a	Yes	n/a
Courses taken establish permanent academic record at UA?	Yes	Yes	Yes
If minor, parental/guardian approval required?	Yes	Yes	Yes

\*Alaska Higher Education Admission Decision