TALLAHASSEE STATE COLLEGE

444 Appleyard Dr.
Tallahassee, FL 32304
(850) 201-6200 | tsc.fl.edu

May 18, 2026

Memorandum from President Murdaugh

The District Board of Trustees of
Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32304

The following meeting Agenda and items requiring approval by the District Board of Trustees is provided for your use at the Monday, May 18, 2026 Board Meeting.

The meeting will be held at the Ghazvini Center for Healthcare Education, 1528 Surgeons Drive, Tallahassee, FL. 32308, at 2:30 p.m.

Should you have any questions, please contact me.

Sincerely,

Jim Murdaugh, Ph.D.
President

Agenda
District Board of Trustees
Tallahassee State College
Ghazvini Center for Healthcare Education
1528 Surgeons Drive
Tallahassee, FL 32308
Monday, May 18, 2026
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

i. Moment of Silence

ii. Pledge of Allegiance

COMMENTS

i. Board Chair

ii. Board Members

iii. President

APPROVAL OF MINUTES

1. 2026 April Board Minutes

   Approve minutes as presented.

INFORMATION AND NEWS ITEMS

PRESENTATIONS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support the efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

2. Human Resource Report

Academic Affairs

3. General Education Institutional Review Certification – Revised for Fall 2026

   Approve the amended College's list of general education courses for 2026-2027.

4. Laboratory/Course and Distance Learning Fees for 2026-2027

   Approve the laboratory/course and distance learning fees for 2026-2027.

5. Dual Enrollment Articulation Agreements with County School Boards and Public Charter Schools

   Approve the 2026-2027 dual enrollment articulation agreements.

6. Dual Enrollment Articulation Agreements with Private Schools

   Approve the 2026-2027 dual enrollment articulation agreements.

Administrative Services

7. Fund Analysis - April

   Presented as an information item only.

8. Sponsored Programs – Provider

   Authorize funding for the awards and contracts as presented.

9. Construction Status Report

   Presented as an information item only.

10. Line of Credit

    Authorize the College to create a line of credit

PUBLIC COMMENT

WORKSHOP-Dr. Stringer, Vice President of Academic Affairs and Provost.

PRESIDENT'S REPORT

NEXT MEETING DATE

June 15, 2026 Location: **Main Campus**

ADJOURNMENT

Minutes
District Board of Trustees
Tallahassee State College
Wakulla Environmental Institute
170 Preservation Way
Crawfordville, FL 32327
Monday, April 20, 2026
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

On Monday, April 20, Chair Eugene Lamb called the Tallahassee State College District Board of Trustees meeting to order at 2:30 p.m.

Chair Lamb asked everyone to stand for a moment of silence, followed by the Pledge of Allegiance.

Members Present: Chair Eugene Lamb; Trustees Sara Bayliss, Monesia Brown, Karen Moore, and Monte Stevens.

By Phone: Trustee Jonathan Rees.

Absent: Vice Chair Christian Caban.

Others Present: President Jim Murdaugh, Nyla Davis, Christen Givens, Bertie Culbreath, Dustin Frost, Sheri Rowland, Don Herr, Camden Smit, Shelly Bell, Jenni Morrie, Nick Vick, Wayne Almy, Tricia Rizza, Jennifer Bradley, Calandra Stringer, Niraj Patel, Mindy Stranburg, Ali Enriquez, Sean McGovern, John Schultz, Jennifer Peavey, Rachel Pientz, Heather Bryan, Cerissa Fondo, Barbara Wills, Hope Childree, Steve Nettles, Jessica Revell, Frank Messersmith, Angela Long, Brendie Hawkins, Alison Fleischmann, Jason Fowler, Linda Oakes, Riley Landy, Amanda Clements, Kevin Vaughn, Tonya James, and Janet Hartman.

TRUSTEE COMMENTS

I. Chair Remarks:
Chair Lamb called for a motion to allow Trustee Rees to participate in the meeting and vote by phone.

MOTION: Trustee Stevens **SECOND:** Trustee Moore
The motion passed unanimously.

Chair Lamb shared that he attended StuFac and thanked the staff for their efforts.

II. Trustee Remarks:

a. Trustee Brown shared that attending StuFac was a great opportunity.
b. Trustee Moore thanked President Murdaugh, Dr. Long, and Dr. Smit for nominating her for the Trustee of the Year award at the AACC conference. She noted that, for the second consecutive year, Tallahassee Collegiate Academy had a student qualify for the Poetry Out Loud competition. Esinam Agama, a junior at TCA, will travel to Washington, D.C., to compete nationally. She placed third in 2025 and is also a 2026 Sunshine State Scholar. She further shared that TCA has 53 seniors graduating with both a dual degree and a high school diploma.
c. Trustee Bayliss congratulated Trustee Moore on her award and shared that a former student spoke highly of the educational baccalaureate program. The student worked as a paraprofessional at Kate Sullivan School while attending evening classes. Trustee Bayliss noted she plans to share this opportunity with her high school students.
d. Trustee Stevens shared that he attended the Forensics Team's national tournament in Washington, D.C., and noted that the team performed exceptionally well. He thanked President Murdaugh, Dr. Stringer, Dr. Rowland, and John Schultz for their support.
e. Trustee Rees extended congratulations to the College and shared that he looks forward to attending the next meeting in person.

III. President's Remarks:

President Murdaugh introduced Superintendent Rick Myhre of Wakulla County Schools. Superintendent Myhre shared that Wakulla County values its strong partnership with Tallahassee State College, noting that collaboration enhances the educational environment and supports student success. He emphasized the importance of continuous improvement in Wakulla County schools and expanding postsecondary attainment opportunities for educators.

President Murdaugh invited John Schultz, TSC's Theatre faculty member and Forensics Team coach, to share recent team successes. Mr. Schultz explained that the team selected *The Hunger Games* as its national competition theme and worked closely with Vice President Amanda Clements and her team to ensure compliance with copyright guidelines while elevating the College's branding. He noted that TSC has hosted the national tournament for four years—the only institution to do so—and described the event as a significant success made possible by strong institutional support.

Mr. Schultz reported that all seven team members advanced to elimination rounds—an achievement reached only five times in his tenure. He also shared

that the team has now earned a Team Sweepstakes Award for 26 consecutive years and received the Perpetual Sweepstakes Award with 2015 points.

President Murdaugh then invited Vice President Sheri Rowland of Student Affairs to provide information regarding the men's basketball team's tournament selection. VP Rowland explained the governance structure of intercollegiate athletics, including oversight by the Florida College System Activities Association, Council for Athletic Affairs, National Junior College Athletic Association, and Region 8. The athletic directors meet before the season to discuss tiebreaker rules and ensure they are documented in the Panhandle Conference policies posted on the FSCAA website. In the Panhandle Conference, tournament participants would be determined by the Massey ratings. She detailed the Panhandle Conference's use of Massey ratings and noted that this year marked the first four-way tie. Due to selection limits, only three of the four teams could advance.

President Murdaugh also updated the Board on resolutions recognizing the men's and women's basketball teams, which have been signed by the Chair. He congratulated Trustee Moore on being named Trustee of the Year and Dr. Stringer on receiving the Phi Theta Kappa Distinguished Administrator Award. He further recognized the College for being named a 2026 Most Promising Place to Work in Community Colleges for the sixth time and extended belated birthday wishes to Trustee Brown. He thanked Vice President Clements and her team for their responsiveness in communicating timely updates to the community from the Governor's office.

APPROVAL OF MINUTES

1. 2026 March Minutes

   Approve minutes as presented.

   MOTION: Trustee Moore **SECOND:** Trustee Brown
   Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Amanda Clements, Vice President of Communications, shared an overview of recent media coverage.

Highlights included:

- Inclusion in the Florida Trend Education Guide, featuring a Forensics team member and communications intern, Natali Gordon, appearing in the ad.
- Recognition as a Most Promising Place to Work in Community Colleges.
- Florida Politics coverage of the Innovation Hub opening, History Festival, and *Eyrie* unveiling.
- Tallahassee Democrat coverage of five things to do around Tallahassee, and highlighting the TSC Theatre, *You're a Good Man, Charlie Brown*.
- Community College Daily recognition of award winners, including Trustee of the Year, Karen Moore.
- Broadcast coverage of the Undergraduate Research Symposium, Ignite Day, and the unveiling of the Sheriff Ken Katsaris courtroom.
- Upcoming Spring Commencement.
- VP Clements thanked the trustees for sharing College news on social media.

UNFINISHED BUSINESS

None.

PRESENTATIONS

Alison Fleischmann, Director of Development, introduced Heather Bryan, Executive Director of the Wakulla County Chamber of Commerce, who presented a $10,000 gift to establish the Burt Poole Scholarship endowment.

Approval Of Consent Agenda

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the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

2. Attorney Invoices – Bryant Miller Olive (March 2026)
Authorize payment of invoices as presented.

3. Human Resource Report
Motion to Approve Consent Agenda

MOTION: Trustee Stevens **SECOND:** Trustee Moore
Motion passed unanimously.

TSC Foundation

4. TSC Foundation Update
Presented as an information item only.

Academic Affairs

5. Academic Curriculum Changes
Approve proposed academic curriculum changes.

MOTION: Trustee Brown **SECOND:** Trustee Stevens
Motion passed unanimously.

6. Regional Career Pathway Agreements 2025–2026
Approve agreements as presented.

MOTION: Trustee Moore **SECOND:** Trustee Stevens
Motion passed unanimously.

Administrative Services

7. Fund Analysis – March
Presented as an information item only.

8. Renewal of Professional Services Contract – Legal Services
Approve renewal with Longfellow, Landy & Revell for one year (July 1, 2026 – June 30, 2027).

MOTION: Trustee Moore **SECOND:** Trustee Brown
Motion passed unanimously.

9. Construction Status Report
Presented as an information item only.

10. Architect Invoices
Authorize payment as presented.

MOTION: Trustee Stevens **SECOND:** Trustee Bayliss
Motion passed unanimously.

11. Sponsored Programs – Provider
Authorize funding as presented.

MOTION: Trustee Stevens **SECOND:** Trustee Moore
Motion passed unanimously.

PUBLIC COMMENT

None.

WORKSHOP

Vice President Shelly Bell, Workforce Development, provided a workshop presentation on the Wakulla Environmental Institute program and facility expansion.

PRESIDENT'S REPORT

- April 22: Athletics Banquet, 6–8 p.m., Lifetime Sports Complex
- April 23: Cords & Coin Reception, 1:00 p.m., Veterans Success Center, Building CT 41
- April 29: Spring Healthcare Pinning, 4:30 p.m. and 6:00 p.m., Lifetime Sports Complex
- April 30: Spring Commencement, arrival at 5:15 p.m., Donald L. Tucker Civic Center
- May 13: Heroes in Public Safety Awards Banquet, 6–8:30 p.m., FSU Dunlap Champions Club

NEXT MEETING DATE

May 18, 2026 Location: **Ghazvini Center for Healthcare Education**

ADJOURNMENT

The meeting adjourned at 3:41 p.m.

_____ _____

Eugene Lamb **Jim Murdaugh, Ph.D.**

Chair **President**

TALLAHASSEE STATE COLLEGE

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May 18, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Human Resource Report

Item Description
This item is for information only.

Overview and Background
The College brings forth information on appointments, separations and outside employment.

Past Actions by the Board
Personnel actions are taken to the District Board of Trustees monthly, for information purposes.

Funding/ Financial Implications
This item is funded by the 2025-2026 Operating Budget.

Recommended Action
Presented as information item only.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date	
Merve Pamuk Quick	Director of Institutional Research and Planning	Institutional Effectiveness	April 13, 2026	

Original Appointments - Classified Staff

Name	Position	Department	Effective Date	
DeMarlo Kelly	Custodial Services Specialist	FPSI Environmental Services	April 13, 2026	
Angela Jordan	Employee Relations and Engagement Manager	Human Resources	April 13, 2026	
Latasha Marshall	Administrative Assistant	Transfer Services	April 20, 2026	
RJ Jackson	Video/ Multimedia Producer	Communications and Marketing	April 22, 2026	
Cody Bennett	Landscaper	Facilities	May 1, 2026	
Natalie Lusk	Graphic Designer	Communications and Marketing	May 1, 2026	

Original Appointments - Faculty

Name	Position	Department	Effective Date	
None to Report				

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date	
Cristal Alonzo	Career Development Specialist	DOC - 100 Hour Okeechobee CI	April 3, 2026	
Stephanie Rowley	Career Development Specialist	DOC - 100 Hour Okeechobee CI	April 3, 2026	
Veronica Robinson	Career Development Specialist	DOC - 100 Hour Hardee CI	April 10, 2026	
Wenyi Li	Psychometrician	DOE - Testing Center	April 13, 2026	
Chris Kelley	Career Development Specialist	DOC - 100 Hour Okaloosa CI	April 15, 2026	
Keith Cloud	Career Development Specialist	DOC - 100 Hour Wakulla CI	April 22, 2026	

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Effective Date	Prior Position
None to Report				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
None to Report				

Separations

Name	Position	Department	Effective Date	Separation Type
Rita Cook	Food Service Assistant	FPSI Dining	April 3, 2026	Retired
Tanjanika Douglas	Healthcare Instructor	Workforce Development/Business and Industry Services	April 3, 2026	Resigned
Taylor Pratt	Strategic Communications Specialist	Strategic Communications	April 3, 2026	Resigned
Fredrick DeBaufer	Marine Service Technologies Instructor	Business and Industry Services	April 6, 2026	Resigned
Debra Jahns-Nelsen	Manager of Accounting	Financial Services	April 8, 2026	Dismissed
Brett Openchowski	Career Development Specialist	DOC - 100 Hour DeSoto CI	April 9, 2026	Resigned
Cory Sanders	Maintenance Technician I	Facilities Maintenance	April 9, 2026	Dismissed
Sonja Howes	Deputy Director	Sponsored Programs - DJJ	April 9, 2026	Resigned
Christy Bailey	Teacher	TSC Collegiate Academy	April 10, 2026	Resigned
Sherry Marshall	TSC Police Officer	Campus Police	April 14, 2026	Resigned

Jaquandra Bess	Testing Specialist	Testing Services	April 16, 2026	Dismissed
Sabrina Williams	Statewide Regional Coordinator	Sponsored Programs - DJJ	April 17, 2026	Resigned
Ashlei Norton	Regional Coordinator	Sponsored Programs - DJJ	April 21, 2026	Resigned
Cara Sneider	Career Development Specialist	DOC - 100 Hour Avon	April 23, 2026	Resigned
Dariel Price-Williams	Career Development Specialist	DOC - 100 Hour Apalachee	April 23, 2026	Resigned
Jessica Couch	Healthcare Instructor	Workforce Development/Business and Industry Services	April 24, 2026	Resigned
Corey Hendren	Head Coach, Men's Basketball	Athletics	April 30, 2026	Resigned
Vera Mayes	Learning Commons Specialist	Learning Commons	May 1, 2026	Resigned
Paul Rice	Career and Academic Advisor	Advising	May 1, 2026	Resigned

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Abdullah Malik	Assistant Professor	Science and Math	Lumen OHM	VP, Customer Success

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
None to Report				

Personnel Changes (Promotions, Demotions - All Employees)

Name	Position	Department	Effective Date	Prior Position
None to Report				

Contracts - Executive*

Name	Position	Department	Effective Date	
Amanda Clements	Vice President of Communications and Marketing	Communications and Marketing	July 1, 2026	
Barbara Wills	Vice President Administrative Services & Chief Business Officer	Administrative Services	July 1, 2026	
Bobby Jones	Associate Vice President of Administrative Services	Administrative Services	July 1, 2026	
Calandra Stringer	Vice President Academic Affairs & Provost	Academic Affairs	July 1, 2026	
Heather Mitchell	Vice President of Institutional Advancement & Executive Director, TSC Foundation	Institutional Advancement & Foundation	July 1, 2026	
Janet Hartman	Executive Director, Florida Public Safety Institute	Florida Public Safety Institute	July 1, 2026	
Jason Fowler	Vice President of Information Technology	Information Technology	July 1, 2026	
Shelly Bell	Vice President of Workforce Development	Workforce Development	July 1, 2026	
Sheri Rowland	Vice President of Student Affairs	Student Affairs	July 1, 2026	
Stephen Nettles	Vice President of Institutional Effectiveness	Institutional Effectiveness	July 1, 2026	
Tricia Rizza	Associate Vice President of Academic Affairs	Academic Affairs	July 1, 2026	

Contracts - Administrative*

Name	Position	Department	Effective Date	
Angie Gruber	Associate Dean, Healthcare Professions	Healthcare Education	July 1, 2026	
Anthony Jones	Dean, Library Services and Learning Commons	Academic Affairs	July 1, 2026	
Bryan Hooper	Dean, Social Sciences	Social Sciences	July 1, 2026	
Donmetrie Clark	Dean, Communications & Humanities	Communications and Humanities	July 1, 2026	
Jessica Jones	Associate Dean, Applied Science and Technology	Applied Science and Technology	July 1, 2026	
Kalynda Holton	Dean, Science & Mathematics	Science & Math	July 1, 2026	

Ken Tellis	Associate Dean, Healthcare Professions & Academic Planning	Healthcare Education	July 1, 2026	
Melissa Scalzi	Associate Dean, Communications & Humanities	Communications and Humanities	July 1, 2026	
Nicholas Vick	Dean, Applied Science and Technology	Applied Science and Technology	July 1, 2026	
Ross Brooks	Associate Dean, Science & Mathematics	Science & Math	July 1, 2026	
Stephanie Solomon	Dean, Healthcare Professions	Healthcare Education	July 1, 2026	
Summer Dusek	Associate Dean, Social Sciences	Social Sciences	July 1, 2026	

Contracts - Managerial & Professional*

Name	Position	Department	Effective Date	
Alison Fleischmann	Director of Development	TSC Foundation	July 1, 2026	
Amanda Wallace	TSC Online Director	Academic Affairs	July 1, 2026	
Angela Long	Chief Engagement Officer	President's Office	July 1, 2026	
Arnel Bacani	Director of Hospitality	FPSI	July 1, 2026	
Brendie Hawkins	Grants and Special Projects Director	TSC Foundation	July 1, 2026	
Camden Smit	Chief of Staff	President's Office	July 1, 2026	
Cerissa Fondo	Director of Business & Workforce Development	Workforce Development	July 1, 2026	
Chip Singletary	Director of IT Consulting Services	Information Technology	July 1, 2026	
Christen Givens	Dean of Enrollment Services	Student Affairs	July 1, 2026	
David Hoover	Director of Teaching and Learning Academy	Academic Affairs	July 1, 2026	
DeNitra Ngwobia Ukpo	Director of Student Financial Services	Administrative Services	July 1, 2026	
Dione Geiger	Associate Director, Sterling Council	Sponsored Programs	July 1, 2026	
Don Herr	Director of Facilities, Planning and Construction	Administrative Services	July 1, 2026	
Dustin Frost	Director of Purchasing and Auxiliary Services	Administrative Services	July 1, 2026	
Emily Micik	Director of Advising	Student Affairs	July 1, 2026	
Freddy Menendez	Director, Information Technology Infrastructure	Information Technology	July 1, 2026	
Hope Childree	Associate Director	Wakulla Environmental Institute	July 1, 2026	
Jen Morris	Director of Communications	Communications and Marketing	July 1, 2026	
Jennifer Carr	Dean of Student Services	Student Affairs	July 1, 2026	
Jennifer Peavy	Director of Financial Services	Administrative Services	July 1, 2026	
Jenny Helms	Director of Transfer Services	Student Affairs	July 1, 2026	
Jessica Griffin	Director of Continuing Workforce Education	Workforce Development	July 1, 2026	
Kelly Warren	Executive Director, FCSAA	Sponsored Programs	July 1, 2026	
Logan Lane	Director, Continuing Education Programs	FPSI	July 1, 2026	
Mindy Gentry-Stranburg	Director of Marketing	Communications and Marketing	July 1, 2026	
Merve Pamuk Quick	Director of Institutional Research and Planning	Institutional Research	July 1, 2026	
Mike Robeck	Director of Enterprise Applications	Information Technology	July 1, 2026	
Nichole Mitchell	Director of Recruiting & Admissions	Student Affairs	July 1, 2026	
NinaFe Awong	Director of Special Projects and Innovation	Workforce Development	July 1, 2026	
Nyla Davis	Director of Human Resources	Administrative Services	July 1, 2026	
Pamela Johnston	Dean of Career and Academic Planning	Student Affairs	July 1, 2026	
Racquel Harrell	Executive Director	Sponsored Programs	July 1, 2026	
Renae Tolson	Director of Business Process Improvement	Administrative Services	July 1, 2026	
Renee Gordon	Director, STEM Program and Honors Program	Academic Affairs	July 1, 2026	
Rob Chaney	Associate Director, FCSAA	Sponsored Programs	July 1, 2026	
Samantha Dudley	Director of CTE Outreach & Recruitment	Sponsored Programs	July 1, 2026	

Sean McGovern	Chief of Campus Police	Administrative Services	July 1, 2026	
Sheila Chapel	Director of Simulation Programs	Academic Affairs	July 1, 2026	
Sherri Winsett	Director of Assessment and Accreditation	Institutional Research	July 1, 2026	
Sila Lott	Director, Library Services	Academic Affairs	July 1, 2026	
Tammy Kinsey	Director, Enrollment Communications Center	Student Affairs	July 1, 2026	
Troy Mahler	College Registrar	Student Affairs	July 1, 2026	

Contracts - Managerial & Professional*

Name	Position	Department	Effective Date	
Bryan Henry	Head Coach - Baseball	Athletics	July 1, 2026	
Brynn Baca	Head Coach - Softball	Athletics	July 1, 2026	
Chalsea Waters	Head Coach - Women's Basketball	Athletics	July 1, 2026	

*The College has no legal obligation to renew the contract of an employee in the executive, administrative or managerial/professional class. Contract renewals are not effective until contracts are signed by employees.

TALLAHASSEE STATE COLLEGE

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May 18, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: General Education Institutional Review Certification – Revised for Fall 2026

Item Description
This item presents a change to the previously approved 2026-2027 College's general education course inventory.

Overview and Background
Florida Statute 1007.55(2) specifies that the presidents and boards of trustees of Florida's public colleges and universities must annually review and approve the general education course requirements at their respective institutions. The following items must be included for each listed general education course: (a) the general education distribution area; (b) the number of state universities that offer the course and the number of Florida College System institutions that offer the course; and (c) the course level.

The College's general education state core and institution core courses were approved by the State Board of Education in January 2026. Following the action of the Florida Board of Governors' removal of the lower division courses in Sociology as an option for institution general education course offerings, the Florida College System is proposing to also remove Sociology as an institution general education course offering.

TSC is proposing to remove the Sociology course from the institution general education course inventory to remain aligned with the Florida College System and the State University System. This item provides the detailed report, prepared on the Florida Department of Education's required template, to meet the statutory requirement.

Funding/ Financial Implications
There are no financial implications.

Past Actions by the Board
The Board annually approves this report.

Recommended Action
Approve the amended College's list of general education courses for 2026-2027.

Certification Form
Fall 2026 General Education Courses

Please email signed form to Articulation@fldoe.org **no later than September 1, 2026.**

Dear Commissioner Kamoutsas,

I certify that my institution has reviewed our general education course options for compliance with Sections 1007.24, 1007.25, and 1007.55, Florida Statutes.

- ☐ Reviewed Excel spreadsheet provided by the Office of K-20 Articulation.
- ☐ Submitted new courses or changes to the Statewide Course Numbering System (SCNS).

Tallahassee State College

Institution

_____ _____

FCS/SUS President Signature Board of Trustee Signature

_____ _____

Date Date

August 18, 2025
Date Approved by the Board of Trustees

Statewide Course Numbering System
General Education Course Report

Prefix	Level	Course Number	Lab	Course Title	Credit	General Ed Core Discipline Area	General Ed Discipline Area	Course Review Status	General Education Updates	Total # Institutions Offering Course	Included in 2025-26 Gen Ed List	Last Semester & Year Course Taught	Course Descritption	Learning Outcomes
ENC	1	101		COLLEGE COMPOSITION	3	Communications	Communications	No Updates		40	Yes	Spring 2025		
ARH	2	000		ART APPRECIATION	3	Humanities	Humanities	No Updates		38	Yes	Spring 2025		
HUM	2	020		INTRODUCTION TO THE HUMANITIES	3	Humanities	Humanities	No Updates		38	Yes	Spring 2025		
LIT	2	000		INTRODUCTION TO LITERATURE	3	Humanities	Humanities	No Updates		34	Yes	Spring 2025		
MUL	2	010		MUSIC APPRECIATION	3	Humanities	Humanities	No Updates		37	Yes	Spring 2025		
PHI	2	010		PHILOSOPHY	3	Humanities	Humanities	No Updates		38	Yes	Spring 2025		
THE	2	000		THEATRE APPRECIATION	3	Humanities	Humanities	No Updates		36	Yes	Spring 2025		
MAC	1	105		COLLEGE ALGEBRA	3	Mathematics	Mathematics	No Updates		38	Yes	Spring 2025		
MAC	2	311		CALCULUS WITH ANALYTIC GEOMETRY I	3	Mathematics	Mathematics	No Updates		38	Yes	Spring 2025		
MGF	1	130		MATHEMATICAL THINKING	3	Mathematics	Mathematics	No Updates		39	Yes	Spring 2025		
STA	2	023		INTRODUCTORY STATISTICS	3	Mathematics	Mathematics	No Updates		40	Yes	Spring 2025		
AST	1	002		INTRODUCTION TO ASTRONOMY	3	Natural Science	Natural Science	No Updates		38	Yes	Spring 2025		
BSC	1	005		INTRO TO BIOLOGICAL SCIENCES	3	Natural Science	Natural Science	No Updates		37	Yes	Spring 2025		
BSC	2	010		BIOLOGY FOR SCI MAJOR I	3	Natural Science	Natural Science	No Updates		40	Yes	Spring 2025		
BSC	2	085		ANATOMY AND PHYSIOLOGY I	3	Natural Science	Natural Science	No Updates		35	Yes	Spring 2025		
CHM	1	020		CHEMISTRY FOR GENERAL EDUCATION	3	Natural Science	Natural Science	No Updates		30	Yes	Spring 2025		
CHM	1	045		GENERAL CHEMISTRY I	3	Natural Science	Natural Science	No Updates		40	Yes	Spring 2025		
ESC	1	000		EARTH & ITS ENVIRONMENT	3	Natural Science	Natural Science	No Updates		30	Yes	Spring 2025		
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCIENCES	3	Natural Science	Natural Science	No Updates		38	Yes	Spring 2025		
GLY	2	010		INTRODUCTION TO GEOLOGY	3	Natural Science	Natural Science	No Updates		29	Yes	Spring 2025		
OCE	1	001		INTRODUCTORY OCEANOGRAPHY	3	Natural Science	Natural Science	No Updates		30	Yes	Spring 2025		
PHY	1	020		FUNDAMENTALS OF PHYSICS	3	Natural Science	Natural Science	No Updates		32	Yes	Spring 2025		
PHY	2	048		GENERAL PHYSICS I	3	Natural Science	Natural Science	No Updates		40	Yes	Spring 2025		
PHY	1	053		ELEMENTARY COLLEGE PHYSICS I	3	Natural Science	Natural Science	No Updates		40	Yes	Spring 2025		
AMH	2	010		HISTORY OF THE UNITED STATES I	3	Social Science	Social Science	No Updates		40	Yes	Spring 2025		
AMH	2	020		HISTORY OF THE UNITED STATES II	3	Social Science	Social Science	No Updates		40	Yes	Spring 2025		
ANT	2	000		INTRODUCTION TO ANTHROPOLOGY	3	Social Science	Social Science	No Updates		30	Yes	Spring 2025		
ECO	2	013		PRINCIPLES OF ECONOMICS: MACRO	3	Social Science	Social Science	No Updates		29	Yes	Spring 2025		
POS	1	041		NATIONAL GOVERNMENT	3	Social Science	Social Science	No Updates		40	Yes	Spring 2025		
PSY	2	012		GENERAL PSYCHOLOGY	3	Social Science	Social Science	No Updates		40	Yes	Spring 2025		
ENC	1	102		ARGUMENT AND PERSUASION	3		Communications	No Updates		36	Yes	Spring 2025		
ARH	2	050		ART HISTORY - PREHISTORY THROUGH GOTHIC	3		Humanities	No Updates		32	Yes	Spring 2025		
ARH	2	051		ART HISTORY - RENAISSANCE THROUGH CONTEMPORARY	3		Humanities	No Updates		29	Yes	Spring 2025		
HUM	2	210		HUMANITIES OF THE WORLD: PREHISTORY THROUGH SIXTEENTH	3		Humanities	No Updates		16	Yes	Spring 2025		
HUM	2	230		HUMANITIES OF THE WORLD: SIXTEENTH CENTURY THROUGH C	3		Humanities	No Updates		18	Yes	Spring 2025		
PHI	2	100		INTRODUCTORY LOGIC	3		Humanities	No Updates		12	Yes	Spring 2025		
PHI	2	600		ETHICS	3		Humanities	No Updates		5	Yes	Spring 2025		
MAC	1	114		TRIGONOMETRY	3		Mathematics	No Updates		34	Yes	Spring 2025		
MAC	1	140		PRECALCULUS ALGEBRA	3		Mathematics	No Updates		32	Yes	Spring 2025		
MAC	1	147		PRECALCULUS ALGEBRA/TRIGONOMETRY	5		Mathematics	Removed from General Education		28	Yes			
MAC	2	233		CALCULUS FOR MANAGEMENT	3		Mathematics	No Updates		36	Yes	Spring 2025		
MAC	2	312		CALCULUS WITH ANALYTIC GEOMETRY II	5		Mathematics	No Updates		36	Yes	Spring 2025		
MAC	2	313		CALCULUS WITH ANALYTIC GEOMETRY III	4		Mathematics	No Updates		29	Yes	Spring 2025		
MAP	2	302		DIFFERENTIAL EQUATIONS I	3		Mathematics	No Updates		25	Yes	Spring 2025		
MGF	1	131		MATHEMATICS IN CONTEXT	3		Mathematics	No Updates		31	Yes	Spring 2025		
BSC	2	011		BIOLOGY FOR SCIENCE MAJORS II	3		Natural Science	No Updates		33	Yes	Spring 2025		
CHM	1	032		GENERAL CHEMISTY FOR ALLIED HEALTH	3		Natural Science	No Updates		11	Yes	Spring 2025		
MET	1	010		METEOROLOGY	3		Natural Science	No Updates		19	Yes	Spring 2025		
DEP	2	004		HUMAN DEVELOPMENT:BIRTH TO SENESCENCE	3		Social Science	No Updates		21	Yes	Spring 2025		
ECO	2	023		PRINCIPLES OF ECONOMICS: MICRO	3		Social Science	No Updates		28	Yes	Spring 2025		
EUH	1	000		WESTERN CIVILIZATION I	3		Social Science	No Updates		16	Yes	Spring 2025		
EUH	1	001		WESTERN CIVILIZATION II	3		Social Science	No Updates		15	Yes	Spring 2025		
GEA	2	000		WORLD REGIONAL GEOGRAPHY	3		Social Science	No Updates		16	Yes	Spring 2025		
INR	2	002		INTERNATIONAL RELATIONS	3		Social Science	No Updates		21	Yes	Spring 2025		
POS	1	112		STATE AND LOCAL GOVERNMENT	3		Social Science	No Updates		16	Yes	Spring 2025		
WOH	2	012		HISTORY OF CIVILIZATION I	3		Social Science	No Updates		20	Yes	Spring 2025		
WOH	2	022		HISTORY OF CIVILIZATION II	3		Social Science	No Updates		23	Yes	Spring 2025		
SPC	2	608		PUBLIC SPEAKING	3		Communications	Addition to GE for 26-27 Academic Year		28	No	Spring 2025	THIS COURSE AFFORDS STUDENTS THE ABILITY TO COMMUNICATE EFFECTIVELY, INCLUDING THE ABILITY TO WRITE CLEARLY AND ENGAGE IN PUBLIC SPEAKING. COMMUNICATION THEORY AND ITS APPLICATION TO PREPARING AND DELIVERING PUBLIC SPEECHES. EMPHASIS ON IMPROVING SPEAKING AND LISTENING SKILLS COMMON TO ALL FORMS OF ORAL COMMUNICATION THROUGH A VARIETY OF EXPERIENCES IN PUBLIC SPEAKING.	

Prepared: January 22, 2024

Statewide Course Numbering System
General Education Course Report

Statewide Course Numbering System
General Education Course Report

Prepared: January 22, 2024

TALLAHASSEE STATE COLLEGE

444 Appleyard Dr.
Tallahassee, FL 32304
(850) 201-6200 | tsc.fl.edu

May 18, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: Laboratory/Course and Distance Learning Fees for 2026-2027

Item Description
This item references the proposed laboratory/course and distance learning fees for 2026-2027.

Overview and Background
Florida Statutes 1009.22(9) and 1009.23(12) state that each *Florida College System institution's board of trustees is authorized to establish user fees such as laboratory fees, duplicating/photocopying fees, testing fees, etc*. State Board Rule 6A-14.054 also states that each board of trustees may establish user fees in addition to tuition fees for services and incur costs. Such user fees shall not exceed the cost of the goods or services provided and shall only be charged to students receiving those goods or services. User fees differ from state-authorized fees charged per student per credit hour, such as a financial aid fee, capital improvement fee, student activity fee, and technology fee.

At TSC, laboratory/course fees are assessed to students enrolled in classes that, because of their nature, require special funding not provided by regular tuition. Examples of those items include but are not limited to the following: specialized instructional software and equipment, instructional videos, industry certification exams, and liability insurance.

TSC has 170 laboratory/course fees, of which 38% will decrease, 34% will remain unchanged, 26% will increase, and 2% are new.

The auditor general's office regularly audits the collection and expenditure of fees. Additionally, TSC annually reviews all fees to ensure that the cost does not exceed the amount necessary to offset the cost of the items consumed during the student's instructional activities.

Funding/ Financial Implications
The fees to be charged are visible to students in the course schedule. The College's budget for the 2026-2027 year will incorporate the collection of fees approved by the Board.

Past Actions by the Board
The Board approves these fees annually.

Recommended Action
Approve the laboratory/course and distance learning fees for 2026-2027.

Laboratory Fees Decreased or Removed

Division	Course Listing	25-26 Amount	Requested Amount for 26-27	Comments
AST	BCN 2563 - Building Systems and Management	$75	$0	
AST	CET 1600 - Introduction to Networks	$10	$0	
AST	CET 1610 - Switching, Routing, and Wireless Essentials	$10	$0	
AST	CET 2615 - Enterprise Networking, Security, and Automation	$10	$0	
AST	CET 2620 - The Internet of Things	$10	$0	
AST	CGS 2517 - Spreadsheets for Business	$25	$19	
AST	CIS 2352 - Ethical Hacking	$54	$0	
AST	CIS 2384 - Mobile Forensics	$100	$0	
AST	CTS 1220C - Microsoft Specialist: Word	$25	$19	
AST	CTS 1230C - Microsoft Specialist: PowerPoint	$25	$0	
AST	CTS 2123 - Network Defense and Counter Measures	$54	$0	
AST	CTS 2225C - Microsoft Specialist: Excel	$25	$0	
AST	CTS 2381 - Computer Hacker Forensic Investigator	$54	$0	
AST	EGN 1111C - Engineering Graphics	$40	$0	
AST	ETM 1600C - Automation and Controls Fundamentals	$75	$0	
AST	ETM 1601C - HVAC Systems and Devices	$75	$0	
AST	ETM 1602C - Automated Electrical Systems and Devices	$75	$0	
AST	ETM 1603C - Automation and Controls Design Through Commissioning	$75	$0	
AST	ETM 2605C - Automation and Controls Integration	$75	$0	
AST	ETM 2606C - Programing Building Automation Systems	$75	$0	
AST	ETM 2607C - Troubleshooting Automation and Control Systems	$75	$0	
AST	ETM 2608C - Automated Building Operations	$75	$0	
AST	ETM 2609C - Capstone in Energy Management and Controls Technology	$75	$0	
AST	ETM 2942 - Internship in Energy Management and Controls Technology	$75	$0	
AST	GRA 2105C - Computer Based Design II	$20	$0	
AST	GRA 2121 - Publication Design	$20	$0	
AST	PET 2622C - Care and Prevention of Athletic Injuries	$25	$0	
AST	PGY 2801C - Photoshop	$20	$0	
FPSI	CJK 0040 - Weapons	$535	$226	
FPSI	CJK 0051 - CMS Criminal Justice Defensive Tactics	$80	$12	
FPSI	CJK 0393 - Cross-Over Program Updates	$5	$0	
FPSI	CJK 0394 - CPO: Cross-Over Program Updates	$5	$0	
FPSI	CWE 0003 - FPSI CWE - State Exam Review	$60	$0	
FPSI	CWE 0006 - FPSI CWE - Application Based Scenario	$60	$0	
FPSI	FFP 0030 - Firefighter I	$551	$313	
HCP	RTE 1503L - Radiographic Positioning I Lab	$76	$0	
HCP	RTE 1513L - Radiographic Positioning II Lab	$72	$0	
HCP	STS 1310L - Surgical Techniques and Procedures Lab and Clinical	$95	$0	
HCP	STS 2323 - Surgical Procedure I	$287	$0	
HCP	STS 2323L - Surgical Procedures I Simulation Lab	$140	$133	
SM	BSC 1084C - Human Biology:Essentials of Anatomy and Physiology	$5	$0	
SM	CHM 1045 - General Chemistry I	$35	$0	
SM	CHM 1046 - General Chemistry II	$35	$0	
SM	MCB 2004L - Microbiology Laboratory	$60	$57	
SM	PHY 2053L - College Physics Laboratory I	$40	$36	
SM	PHY 2054L - College Physics Laboratory II	$40	$36	
SM	STA 2122 - Introduction to Applied Statistics	$25	$0	

WD	ACR 0001 - HVAC/R Fundamentals	$128	$66	
WD	ACR 0012 - HVAC/R Service Practices	$95	$76	
WD	ACR 0013 - HVAC/R Intermediate Service Practices	$100	$26	
WD	ACR 0044 - HVAC/R Advanced Service Practices	$100	$26	
WD	ATE 0070 - Veterinary Assistants and Laboratory Animal Caretakers 2	$100	$73	
WD	ATE 0072 - Veterinary Assistant	$410	$311	
WD	HCP 0121 - Nurse Aid and Orderly	$30	$20	
WD	MEA 0501 - Medical Office Procedures	$30	$10	
WD	MEA 0580 - Advanced Allied Health Assistant	$40	$10	
WD	MTE 0074C - Outboard Engine Diagnostics Technician	$110	$48	
WD	OTA 0040 - Information Technology Assistant	$20	$0	
WD	OTA 0041 - Front Desk Specialist	$20	$0	
WD	OTA 0631 - Medical Office Technologist	$20	$0	
WD	PMT 0070 - Welder Assistant 1	$636	$584	
WD	PMT 0073 - Welder, Smaw 2	$675	$665	
WD	PMT 0074 - Welder	$975	$835	
WD	PMT 0076 - Advanced Welder II	$710	$542	

Laboratory Fees Maintained

Division	Course Listing	25-26 Amount	Requested Amount for 26-27	Comments
	Distance Learning Fee	$10	$10	
AST	SUR 2390 - GIS Application in Engineering and Technology	$24	$24	
FPSI	CJK 0031 - CMS First Aid for Criminal Justice Officers	$85	$85	
FPSI	FFP 0031 - Firefighter II	$351	$351	
HCP	DEA 1030L - Dental Assisting Pre-clinic Lab	$96	$96	
HCP	DEA 2832C - Expanded Functions I	$35	$35	
HCP	DEA 2833C - Expanded Functions II	$219	$219	
HCP	DEH 1002L - Dental Hygiene Pre-clinical Laboratory	$75	$75	
HCP	DEH 1802L - Dental Hygiene II Clinic	$56	$56	
HCP	DES 2100L - Dental Materials Laboratory	$193	$193	
HCP	EMS 0110 - Emergency Medical Technician	$57	$57	
HCP	EMS 1059C - First Responder	$68	$68	
HCP	EMS 1119 - EMT Lecture	$65	$65	
HCP	EMS 1119L - EMT Lab	$6	$6	
HCP	EMS 1431L - EMT Clinical	$17	$17	
HCP	EMS 2603L - Paramedic I Lab	$83	$83	
HCP	EMS 2604L - Paramedic II Lab	$80	$80	
HCP	EMS 2605 - Paramedic III Lecture	$226	$226	
HCP	EMS 2605L - Paramedic III Lab	$80	$80	
HCP	EMS 2666L - Paramedic I Clinical	$17	$17	
HCP	NUR 1021C - Nursing Process I	$232	$232	
HCP	NUR 1241C - Nursing Process 2	$174	$174	
HCP	NUR 1421C - Reproductive Health	$62	$62	
HCP	NUR 2004C - Transition to Registered Nurse 1	$546	$546	
HCP	NUR 2007C - Transition to Registered Nurse 2	$159	$159	
HCP	NUR 2036C - Transition to Registered Nurse 3	$327	$327	
HCP	NUR 2243C - Nursing Process 3	$169	$169	
HCP	NUR 2350C - Pediatric Health	$67	$67	

HCP	NUR 2818C - Nursing Process 4	$173	$173	
HCP	RET 1026L - Fundamentals of Respiratory Care Lab		$53	
HCP	RET 1874 - Clinical Practice I	$172	$172	
HCP	RET 1875 - Clinical Practice II	$5	$5	
HCP	RET 2264L - Advanced Procedures and Equipment in Respiratory Care Lab	$24	$24	
HCP	RET 2265L - Advanced Procedures in Respiratory Care II Lab	$45	$45	
HCP	RET 2714L - Pediatric and Neonatology Lab	$18	$18	
HCP	RET 2876 - Clinical Practice III	$5	$5	
HCP	RET 2877 - Clinical Practice IV	$17	$17	
HCP	RET 2936 - Topics in Respiratory Care	$50	$50	
HCP	RTE 1804 - Radiographic Clinical Education I	$17	$17	
HCP	RTE 1814 - Radiographic Clinical Education II	$17	$17	
HCP	RTE 1824 - Radiographic Clinical Education III	$17	$17	
HCP	RTE 2834 - Radiographic Clinical Education IV	$17	$17	
HCP	RTE 2844 - Radiographic Clinical Education V	$17	$17	
HCP	RTE 2854 - Radiographic Clinical Education VI	$17	$17	
HCP	STS 2931 - Surgical Technology Seminar	$40	$40	
HCP	STS 2945 - Surgical Technologist Clinical II	$18	$18	
SM	BSC 2010L - Biology for Science Majors Laboratory I	$33	$33	
SM	BSC 2085L - Anatomy and Physiology I Lab	$15	$15	
SM	BSC 2086L - Anatomy and Physiology II Laboratory	$26	$26	
SM	MAC 1114 - Precalculus Trigonometry	$35	$35	
SM	MAC 1140 - Precalculus Algebra	$35	$35	
SM	MAC 2311 - Calculus with Analytic Geometry I	$35	$35	
SM	MAC 2312 - Calculus with Analytic Geometry II	$35	$35	
SM	MAC 2313 - Calculus with Analytic Geometry III	$35	$35	
SM	MGF 1106 - Mathematics I for Liberal Arts	$35	$0	
WD	CGS 1060 - Computer and Internet Literacy	$19	$19	
WD	MTE 0056C - Inboard Diesel Technician	$10	$10	
WD	MTE 0092C - Inboard Gas Engine Technician	$10	$10	
WD	MTE 0093C - Drive Train Technician	$10	$10	

Laboratory Fees Increased

Division	Course Listing	25-26 Amount	Requested Amount for 26-27	Comments
FPSI	CJK 0020 - Vehicle Operations	$125	$163	Increase in cost of materials and services
FPSI	CJK 0096 - Criminal Justice Officer Physical Fitness Training	$150	$175	Increase in cost of materials
FPSI	CJK 0281 - Criminal Justice Officer Physical Fitness Training	$150	$175	Increase in cost of materials
FPSI	CJK 0340 - Criminal Justice Officer Physical Fitness Training	$150	$175	Increase in cost of materials
HCP	EMS 2603 - Paramedic I Lecture	$90	$95	Increase in cost of materials
HCP	RET 2878 - Clinical Practice V	$236	$310	Increase in cost of materials
HCP	STS 2324L - Surgical Procedures II Simulation Lab	$49	$327	Increase in cost of materials
SM	BSC 1005L - Introduction to Biological Sciences Lab	$27	$32	Increase in cost of materials
SM	BSC 2011L - Biology II for Science Majors Lab	$23	$27	Increase in cost of materials
SM	CHM 1045L - General Chemistry Laboratory I	$25	$38	Increase in cost of materials
SM	CHM 1046L - General Chemistry Laboratory II	$60	$76	Increase in cost of materials
SM	CHM 2210L - Organic Chemistry I Laboratory	$100	$117	Increase in cost of materials
SM	CHM 2211L - Organic Chemistry II Laboratory	$110	$176	Increase in cost of materials
SM	ESC 1000L - Earth and Its Environment Laboratory	$16	$18	Increase in cost of materials
SM	MAT 0018 - Foundations for College Mathematics I	$35	$40	Increase in cost of materials

SM	MAT 0028 - Foundations for College Mathematics II	$35	$40	Increase in cost of materials
SM	MAT 1033 - Intermediate Algebra	$35	$40	Increase in cost of materials
SM	PHY 2048L - General Physics Laboratory I	$30	$32	Increase in cost of materials
SM	PHY 2049L - General Physics Laboratory II	$32	$34	Increase in cost of materials
WD	ACR 0000 - Introduction to HVAC/R	$145	$244	Increase in cost of materials
WD	ATE 0006 - Veterinary Assistants and Laboratory Animal Caretakers 1	$100	$314	Increase in cost of materials
WD	CTS 0018 - Cybersecurity Associate	$428	$532	Increase in cost of certification exam
WD	CTS 0019 - Information Security Manager	$262	$276	Increase in cost of certification exam
WD	HCP 0020 - Patient Care Assistant	$30	$160	Increase in cost of materials
WD	HCP 0332 - Advanced Home Health Aide	$30	$165	Increase in cost of materials
WD	HSC 0003 - Basic Healthcare Worker	$147	$244	Increase in cost of materials
WD	HSC 0016 - Allied Health Assistant	$408	$626	Increase in cost of materials
WD	MEA 0002 - Introduction to Medical Assisting	$30	$42	Increase in cost of materials
WD	MEA 0520 - Phlebotomist	$400	$602	Increase in cost of materials
WD	MEA 0521 - Phlebotomist, MA	$309	$442	Increase in cost of materials
WD	MEA 0543 - EKG Aide, MA	$309	$339	Increase in cost of materials
WD	MEA 0942C - Practicum Experience	$250	$269	Increase in cost of materials
WD	MTE 0003C - Marine Rigger	$100	$215	Increase in cost of materials
WD	MTE 0090C - Outboard Engine Technician	$10	$48	Increase in cost of materials
WD	ORH 0802 - Landscaping and Grounds Keeping	$210	$440	Increase in cost of materials
WD	ORH 0803 - Landscaping and Grounds Keeping Supervisors	$210	$230	Increase in cost of materials
WD	ORH 0862 - Nursery Workers	$210	$280	Increase in cost of materials
WD	OTA 0651 - Medical Administrative Specialist	$403	$630	Increase in cost of materials
WD	PMT 0071 - Welder Assistant 2	$225	$351	Increase in cost of materials
WD	PMT 0072 - Welder, Smaw 1	$265	$351	Increase in cost of materials
WD	PMT 0075 - Advanced Welder I	$910	$1,112	Increase in cost of materials
WD	PRN 0090 - Nurse Aide and Orderly	$23	$361	Increase in cost of materials
WD	PRN 0094 - Patient Care Technician	$245	$259	Increase in cost of materials
WD	TRA 0080 - Tractor-Trailer Truck Driver	$1,714	$1,752	Increase in cost of fuel

New Laboratory Fees

Division	Course Listing	25-26 Amount	Requested Amount for 26-27	Comments
SocSci	HUS 1801 - Human Services Practicum I	$0	$17	New Course, Liability Insurance Cost
SocSci	HUS 2821 - Human Services Practicum II	$0	$17	New Course, Liability Insurance Cost
WD	BCA 0350 - Electrical Apprenticeship I	$0	$519	New Course, Lab Supplies
WD	BCA 0351 - Electrical Apprenticeship II	$0	$697	New Course, Lab Supplies

TALLAHASSEE STATE COLLEGE

444 Appleyard Dr.
Tallahassee, FL 32304
(850) 201-6200 | tsc.fl.edu

May 18, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: Dual Enrollment Articulation Agreements with County School Boards and Public Charter Schools

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Item Description
This item presents the Dual Enrollment Articulation Agreements between the College and each of the three districts in the Tallahassee State College service district for annual approval as required by Florida law. This item also includes agreements with the public charter schools in our service district.

Overview and Background
In compliance with Florida Statute 1007.271(4), the members of the Articulation Councils of three districts in the Tallahassee State College service district for annual approval as required by Florida law. This item also includes agreements with the public charter schools in our service district.

The agreements identify College and School District responsibilities for informing students and parents about dual enrollment; they address faculty qualifications for teaching; they define college readiness scores and high school and college GPA requirements as well as procedures for exceptions; they identify maximum and minimum course loads; they specify responsibilities for testing and record keeping; and they include other procedures and timelines.

This item includes Gadsden, Leon, and Wakulla County school districts as well as the following charter schools: Crossroad Academy, Florida A&M University Developmental Research School, Florida State University Schools, Tallahassee Classical School, and Tallahassee Collegiate Academy.

Funding/ Financial Implications
Dual enrollment students pay no tuition, fees, lab, or online course fees. The school districts and charter schools pay the standard rate per credit hour, $71.98, for students taking courses on TSC's campus, including required instructional materials. This also includes online courses. The school districts and charter schools also pay for the cost of

the instructor if the course is taught at the high school site by a TSC instructor. The school districts and charter schools are not charged tuition or instructional materials for summer enrollments. Also, school districts and charter schools do not pay tuition for students who take courses on the high school campus.

Past Actions by the Board
The Board annually approves the dual enrollment articulation agreements.

Recommended Action
Approve the 2026-2027 dual enrollment articulation agreements.

2026 – 2027 Dual Enrollment Articulation Agreement
Gadsden County School District and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Gadsden County Schools, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Gadsden County Schools and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through education planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website. It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement. College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission DualEnrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an A.S. degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to A.S. degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents', and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment A.S. Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort expanding access to CTE dual enrollment A.S. degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students
Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register For

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	
Writing and Language	25	ENC 1101C, ENC 1101
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students

In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Gadsden County, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Gadsden County School Board
Date	Superintendent, Gadsden County School District

Appendices

Memorandum of Understanding
Tallahassee State College
& Gadsden County School Board
Career Dual Enrollment – Correctional Officer (5005A)

Program start date: August 11, 2026
Program end date: May 26, 2027
Class time: Lunch – Release (3 Hours)
Class days: Daily, Monday - Friday
Class location: Florida Public Safety Institute

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average.
- Must be at least 17 years old to start, must be at least 18 years old to complete firearms training.
- Must complete fingerprinting and background check.
- Must pass the Criminal Justice Basic Abilities Test (CJBAT).

Documents due to TSC's Dual Enrollment Coordinator by **August 11**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Florida Public Safety Institute by **August 11**

- Completed Fingerprint and Background Check
- Successful Completion of CJBAT

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Tuition: $2.67 per registered clock hour/student – total course hours 445	School District	Fall semester after the enrollment verification process.
Criminal Justice Basic Abilities Test (CJBAT) - $35	School District	Paid when test is administered.
Fingerprinting and Background Check	Gadsden County Sherriff's Office	The Gadsden County Sheriff's Office has agreed to do this free of charge.
Uniform Cost $423.08	Tallahassee State College	Upon receipt of student roster and sizes
Activity Fee $498.00 (First Aid, Firearms, Physical Fitness, and Defensive Tactics)	School District	Fall semester after the enrollment verification process.
Transportation to and from FPSI	School District	

2026 – 2027 Dual Enrollment Articulation Agreement

Leon County Schools and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Leon County, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Leon County and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program (PSAV). Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

- N/A

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

It is the student's responsibility to provide his or her own transportation. Public transportation is available free of charge to all LCS students through a partnership with Tallahassee *STAR Metro.*

Transportation Notification for Career Dual Enrollment Students
In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Leon County, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Artic_μ ion Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Leon County School Board
Date	Superintendent, Leon County School Board

APPENDICES

Memorandum of Understanding
Tallahassee State College & Leon County School Board
Career Dual Enrollment – Emergency Medical Technician Applied Technology Diploma Program (B312)

Program start date: August 17, 2026
Program end date: May 7, 2027
Class time: 100 minutes (2 class periods)
Class days: Monday, Tuesday, Wednesday, Thursday, and Friday (clinical days may include Saturday during the Spring semester)
Class location: Godby High School
Courses: EMS1119 – Emergency Medical Technician Lecture; EMS1119L Emergency Medical Technician Lab; EMS 1431L Emergency Medical Technician Clinical
Course Descriptions:
EMS1119 (7 credits) – This course introduces the role of the emergency medical technician. It is designed to teach students to employ critical thinking skills to assess a patient scenario, create a plan of care and implement the plan. Topics include public health, anatomy and physiology, medical terminology, patient assessment, airway management, trauma, toxicological and environmental emergencies, submersion incidents, and infection control.
EMS1119L (2 credits) – This course involves the laboratory application of concepts and procedures studied in EMS1119.
EMS1431L (3 credits) – This course provides clinical application of concepts and procedures studied in EMS1119 and EMS1119L. Clinical: At least 124 clock hours per semester.

High School Credit to be Earned by the Student: 12 elective credits

Upon successful program completion and turning 18, students can sit for the EMT certification exam through the National Registry of Emergency Medical Technicians Certification.

Student eligibility requirements:

- Godby High School Senior
- 2.0 high school unweighted grade point average
- Attend Interest Meetings and Interviews (End of April)
- Pass a Level 2 background check.
- Pass a Drug-Screening

Documents due to TSC's dual enrollment coordinator by **August 3, 2026**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form
- TSC Career Assessment/Advising Certificate of Completion

Documents are due to the **Academic Affairs Office** by **August 14, 2026**

- Immunization Records
- TB skin test
- Flu Shot
- Background check
- Drug Screening
- Signed permission form (due in April of the student's junior year)

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Tuition: $863.76 per student (based on $71.98 per credit hour)	No cost: courses are occurring on the high school campus	N/A
Instructor: $12,000.00	TSC	N/A
Level 2 Background Check and Drug Screening: $150 per student	School District	N/A
Student Uniforms: $343 per student (Polo shirt, pants, belt, boots, penlight, stethoscope, safety vest, scrubs top and bottom)	School District	August 28, 2026
National Registry of Emergency Medical Technicians Certification Examination: $104 per student	TSC	N/A

Memorandum of Understanding
Tallahassee State College's
Florida Public Safety Institute & Leon County School Board
Career Dual Enrollment – Firefighter I Course (FFP 0030)

Program start date: August 17, 2026
Program end date: May 7, 2027
Class time: (2) 50-minute class periods (191 Clock Hours)
Class days: Monday, Tuesday, Wednesday, Thursday, and Friday (two Saturday meetings are required)
Class location: Leon High School
Course: FFP 0030 – Firefighter I
Course Description: This course covers science of fire, breathing apparatus, ladders, hose, nozzles and fire streams. The program also includes first responder medical and awareness-level hazardous material training. Upon successful completion of the course, and a written examination, the student will receive a certificate of competency from the Bureau of Fire Standards and training as a volunteer firefighter.

High School Credit to be Earned by theStudent:
No high school credits are earned by the student

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Pass a Level 2 background check.
- Leon High School Senior
- Attend Interest Meetings and Interviews (beginning April 13 and culminating by May 15)

Documents due to TSC's dual enrollment coordinator by **August 3, 2026**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form
- TSC Career Assessment/Advising Certificate of Completion

Documents due to FPSI by **August 3, 2026**

- Completed FPSI application
- Copy of Birth Certificate
- Copy of Social SecurityCard
- Signed permission form

Program Costs	Responsible for Payment	Due Date of Payment
Tuition: $509.97 per student (based on $2.67 per clock hour)	No cost; courses are occurring on the high school campus	Fall semester after Enrollment Verification District will be invoiced
Instructor: $6,000.00	TSC is covering the cost	
Student Uniforms: T-shirt, BDU pants, boots, gloves, protective gear	TSC is covering the cost with grant allocation	

2026 – 2027 Dual Enrollment Articulation Agreement

Wakulla County School District and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Wakulla County Schools, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Wakulla County Schools and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	
Writing and Language	25	ENC 1101C, ENC 1101
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students
In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Wakulla County, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Wakulla County School Board
Date	Superintendent, Wakulla County School District

APPENDICES

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Commercial Vehicle Driving Career Certificate Program (5029A)

Program start date: January 2027
Program end date: May 2027
Class time: 8:00am – 12:00pm
Class days: Mondays – Fridays
Class location: Tallahassee State College – Transportation and Logistics Center, student responsible for own transportation

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 18 years of age at the start of the program
- Have a Department of Transportation (DOT) Medical Card (Physical Exam)
- Have a clean driving record
- Pass drug screening

Documents due to TSC's Dual Enrollment Coordinator by **December 2026**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Continuing Workforce Education by **December 2026**

- Completed Workforce application
- Department of Transportation (DOT) Medical Card (Physical Exam)
- Driving record
- Drug screening results

Program Costs	Responsible for Payment	Due Date of Payment
Tuition: $2.67 per registered clock hour/student	School District	Spring semester after Enrollment Verification District will be invoiced
Instructional Materials Fee $1,714.00	School District	Spring semester after Enrollment Verification District will be invoiced

Drug Test $80.00	School District	Spring semester after Enrollment Verification District will be invoiced
DMV Record $30	School District	Spring semester after Enrollment Verification District will be invoiced
Physical Exam $100.00	School District	Spring semester after Enrollment Verification District will be invoiced
Permit Exam $6 (retake $16)	School District	Spring semester after Enrollment Verification District will be invoiced

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Landscape & Turf Mgmt. (5044A)

Program start date: 08/17/2026
Program end date: 05/7/2027
Class time: 7:25am a.m. – 9:06 a.m. 1st and 2nd periods
Class days: Monday - Friday
Class location: Wakulla High School

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age
- Be able to read, write, and speak English proficiently for training and safety purposes

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall**

- Completed Workforce application

Program Costs	Responsible for Payment	Due Date of Payment
Instructor Salary & Benefits	TSC	N/A
Instructional Materials Fee $280.00	Student fees for the Landscape & Turf Management career dual enrollment programs are covered by the CAP (Career and Professional Education) Grant for the 26-27 academic year. This grant provides coverage for student fees related to eligible programs reducing the financial impact on local school districts making it easier for students to participate in career dual enrollment opportunities and gain valuable career skills while still in high school.	
Certification Exam Fees	TSC	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Marine Service Technologies (5045A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 12:00 noon – 2:00 p.m., plus 4 hours online weekly
Class days: Mondays, Wednesdays, Fridays
Class location: Tallahassee State College – Wakulla, student responsible for own transportation

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age
- Be able to read, write, and speak English proficiently for training and safety purposes

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall**

- Completed Workforce application

Program Costs	Responsible for Payment	Due Date of Payment
Tuition: $2.67 per registered clock hour/student	School District	Fall semester after Enrollment Verification District will be invoiced
Instructional Materials Fee $215.00	Student fees for the Marine Service Technologies career dual enrollment programs are covered by the CAP (Career and Professional Education) Grant for the 25-26 academic year. This grant provides coverage for student fees related to eligible programs reducing the financial impact on local school districts making it easier for students to participate in career dual enrollment opportunities and gain valuable career skills while still in high school.	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Veterinary Assisting (5040A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 12:00 p.m. – 2:00 p.m., plus 3 hours online weekly and 45 clinical hours
Class days: 2 Section Options: Mondays and Wednesdays, or Tuesdays and Thursdays
Class location: Tallahassee State College – Wakulla, student responsible for own transportation

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age
- Be able to read, write, and speak English proficiently for training and safety purposes

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall and December 1 for Spring**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall and December 1 for Spring**

- Completed Workforce application

Program Costs	Responsible for Payment	Due Date of Payment
Tuition: $ $2.67 per registered clock hour/student	School District	Fall semester after Enrollment Verification District will be invoiced
Instructional Materials Fee $384.00	Student fees for the Veterinary Assisting career dual enrollment programs are covered by the CAP (Career and Professional Education) Grant for the 25-26 academic year. This grant provides coverage for student fees related to eligible programs reducing the financial impact on local school districts making it easier for students to participate in career dual enrollment opportunities and gain valuable career skills while still in high school.	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Welding Technology (5023A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 2 period block per cohort
Class days: Mondays - Fridays
Class location: Wakulla High School

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall and December 1 for Spring**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall and December 1 for Spring**

- Completed Workforce application

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Instructor Salary & Benefits, WCSB will reimburse TSC for the costs associated with the proportion of salary and benefits not related to TSC instructional load (1 instructor)	TSC	N/A
Student Consumables and Supplies	School District	
Certification Exam Fees	TSC	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Applied Cybersecurity (5028A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 2 period block per cohort
Class days: Mondays - Fridays
Class location: Wakulla High School

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall and December 1 for Spring**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall**

- Completed Workforce application

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Instructor Salary & Benefits, WCSB will reimburse TSC for the costs associated with the proportion of salary and benefits not related to TSC instructional load (1 instructor)	TSC	N/A
Student Consumables and Supplies	School District	
Certification Exam Fees	TSC	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Firefighter (5020A)

Program start date: 8/17/2026
Program end date: 5/7/2026
Class time: 12:00pm – 2:00pm
Class days: Mondays - Fridays
Class location: Tallahassee State College – Wakulla, student responsible for own transportation

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 17 years of age, cannot participate in the required Live Fire exercise until the student is 18 years of age

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Tuition: $2.67 per registered clock hour/student	School District	Fall and spring semesters: After the enrollment verification period, the district will be invoiced.
Instructional Materials Fee $550.00	Student fees for the Firefighter career dual enrollment programs are covered by the CAP (Career and Professional Education) Grant for the 26-27 academic year. This grant provides coverage for student fees related to eligible programs reducing the financial impact on local school districts making it easier for students to participate in career dual enrollment opportunities and gain valuable career skills while still in high school.	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Medical Assisting (5046A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 2 period block per cohort
Class days: Mondays - Fridays
Class location: Wakulla High School

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall and December 1 for Spring**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall and December 1 for Spring**

- Completed Workforce application

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Instructor Salary & Benefits, WCSB will reimburse TSC for the costs associated with the proportion of salary and benefits not related to TSC instructional load (1 position)	TSC	N/A
Student Consumables & Supplies	School District	
Certification Exam Fees	School District – Phlebotomy (CPT) TSC – EKG Technician (CET), Certified Clinical Medical Assisting (CCMA)	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Patient Care Technician (5041A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 2 period block per cohort
Class days: Monday - Thursday
Class location: Wakulla High School

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age

Documents due to TSC's Dual Enrollment Coordinator by **August 11, 2026, for Fall and December 1 for Spring**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall and December 1 for Spring**

- Completed Workforce application

Program Costs	**Responsible for Payment**	**Due Date of Payment**
Instructor Salary & Benefits, WCSB will reimburse TSC for the costs associated with the proportion of salary and benefits not related to TSC instructional load (2 positions)	TSC	N/A
Student Consumables & Supplies	School District	
Certification Exam Fees	School District – Phlebotomy (CPT) TSC – Certified Nursing Assistant (CNA), EKG Technician (CET), Certified Patient Care Technician (CPCT-A)	

Memorandum
of
Understanding
Tallahassee
State College
& Wakulla County School Board
Career Dual Enrollment – Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R 1) (5037A)

Program start date: 8/17/2026
Program end date: 5/7/2027
Class time: 2 period block per cohort
Class days: Mondays - Fridays
Class location: Wakulla High School

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 2.0 high school unweighted grade point average
- Must be at least 16 years of age

Documents due to TSC's dual enrollment coordinator by **August 11, 2026, for Fall and December 1 for Spring**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Director of Business and Workforce by **August 11, 2026, for Fall and December 1 for Spring**

- Completed Workforce application

Program Costs	Responsible for Payment	Due Date of Payment
Instructor Salary & Benefits, WCSB will reimburse TSC for the costs associated with the proportion of salary and benefits not related to TSC instructional load (1 position)	TSC	N/A
Student Consumables & Supplies	School District	
Certification Exam Fees	TSC	

Memorandum of Understanding
Tallahassee State College
& Wakulla County School Board
Career Dual Enrollment – Licensed Practical Nursing

Program start date: 08/17/2026
Program end date: 5/7/2027
Class time: 2-period block – on cohort only
Class days: Daily, Monday - Friday
Class location: Wakulla High School (WHS)

High School Credit to be Earned by the Student: High school credit equivalency information is contained within the Dual Enrollment Courses – High School Subject Equivalency List

Student eligibility requirements:

- 3.5 high school unweighted grade point average
- Must be at least 16 years of age
- Must complete Castlebranch package (includes Level 2 background fingerprinting, drug test, and immunization compliance including TB test)
- HESI passing scores, minimum of 80% in subsections: Vocabulary, Math, Reading, Grammar
- 2 Recommendation Letters, 1 MUST be from WHS Medical Academy instructor and second can be student's choice (non-relative)

Documents due to TSC's Dual Enrollment Coordinator by **August 7**

- Completed TSC online application (submit online)
- High School Transcript
- Permission to register form

Documents due to TSC's Workforce Development by **August 7**

- Completed Castlebranch Package (Level 2 fingerprint, drug screen, and immunization compliance)
- HESI Passing Scores
- 2 Recommendation Letters

Program Costs	Responsible for Payment	Due Date of Payment
Instructor Salary & Benefits, WCSB will reimburse TSC for the costs associated with the proportion of salary and benefits not related to TSC instructional load (1 position)	TSC	N/A
Student Consumables & Supplies	School District	
Certification Exam Fees	TSC	
Castlebranch Package (Level 2 Fingerprinting, drug screen, and immunization review) - $219.99	School District	Fall semester after Enrollment Verification District will be invoiced
TB Test ($50-$75 approximately)	School District	Fall semester after Enrollment Verification

		District will be invoiced
Student Uniforms ($80)	School District	Fall semester after Enrollment Verification District will be invoiced

2026 – 2027 Dual Enrollment Articulation Agreement

Crossroad Academy and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Crossroad Academy, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Crossroad Academy and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students

In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Crossroad Academy, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Crossroad Academy, School Board of Trustees
Date	Superintendent, Crossroad Academy

2026 – 2027 Dual Enrollment Articulation Agreement

Florida A&M University Developmental Research School and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Florida A&M University Developmental Research School, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Florida A&M University Development Research School and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	
Writing and Language	25	ENC 1101C, ENC 1101
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students
In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Florida A&M University DRS School, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Florida A&M University DRS Board of Trustees
Date	Superintendent, Florida A&M University DRS

2026 – 2027 Dual Enrollment Articulation Agreement

Florida State University School and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Florida State University School, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Florida State University School and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	
Writing and Language	25	ENC 1101C, ENC 1101
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students
In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Florida State University School, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Florida State University School, School Board of Trustees
Date	Superintendent, Florida State University School

2026 – 2027 Dual Enrollment Articulation Agreement

Tallahassee Collegiate Academy and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Tallahassee Collegiate Academy, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Tallahassee Collegiate Academy and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	
Writing and Language	25	ENC 1101C, ENC 1101
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students
In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Tallahassee Collegiate Academy, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Tallahassee Collegiate Academy, School Board of Trustees
Date	Superintendent, Tallahassee Collegiate Academy

2026 – 2027 Dual Enrollment Articulation Agreement

Tallahassee Classical School and Tallahassee State College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee State College, hereinafter referred to as TSC, and the District School Board of Tallahassee Classical School, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2027.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TSC will be appointed by the President of TSC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Tallahassee Classical School and the President of Tallahassee State College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TSC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school counselors if they are interested in learning more about participation in dual enrollment. High school counselors will review, with the student, criteria for participation in the dual enrollment program and transportation. Parents and students are required to review and sign the district Counselor Verification and Intent to Enroll form. Information will also be available to students and parents on TSC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that "the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree". A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment
Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TSC must approve early admission for a high school student each semester.

Career Dual Enrollment
Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. Both clock hour and college credit courses and programs must lead toward an approved industry certification from an Industry Certification Funding List in s. 1008.44, F.S.

Additionally, TSC and School Board will collaborate on the offering of Career and Technical Education (CTE) dual enrollment AS degree pathways and ensure seamless credit transfer and course articulation for students enrolled in CTE AS degree programs.

Both parties agree to jointly review and update the list of approved CTE programs for dual enrollment. Priority will be given to including programs that lead to industry-recognized credentials and culminate in an AS degree.

The School Board and College will develop strategies to promote awareness of CTE dual enrollment opportunities, particularly those leading to AS degrees. Strategies may include joint presentations at high schools, career fairs, and workshops for students, parents, and counselors.

Online resources and informational campaigns will be established to showcase the benefits of CTE dual enrollment AS Programs.

Both parties agree to establish a process for monitoring and evaluating the effectiveness of this effort in expanding access to CTE dual enrollment AS degree programs.

Data will be collected on student participation, credit transfer rates, and program completion rates. Regular meetings will be conducted to assess progress and discuss areas for improvement.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Students planning to participate in dual enrollment must do the following:

- Confirm they have a minimum 3.0 unweighted cumulative high school grade point average (GPA) and meets the testing requirements.
- Meet with high school counselor to discuss eligibility (see Section V) and testing options. If eligible, complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - High school transcript (please use the FASTER system)
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Application Process for Continuing Dual Enrollment Students

- Meet with high school counselor to discuss continued eligibility (see Section V) and testing options.
- Complete the Permission to Register Form with your counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Schedule a meeting with the TSC Dual Enrollment Advisor.
- Submit the documents below prior to or during meeting with the TSC Dual Enrollment Advisor. Documents can be emailed to the TSC Dual Enrollment Advisor or brought to the meeting.
    - Permission to register form
- During the meeting with the TSC Dual Enrollment Advisor, students will be registered for TSC courses that are listed on their Permission to Register Form.

Eligibility Requirements for Early Admission Dual Enrollment

Students must be a high school senior, have a minimum 3.5 unweighted cumulative high school GPA and meet the testing requirements outlined on page 7-9.

TSC Application process for Early Admission Dual Enrollment Students

Students planning to apply for early admission must do the following:

- Meet with high school counselor to discuss eligibility and testing options. If eligible. Complete the district Counselor Verification and Intent to Enroll form.
- Complete TSC Online Application.
- Complete the Permission to Register Form with counselor. Counselors will help students choose courses that will count towards high school graduation requirements. Counselors will list the courses on the permission to register form and sign the form.
- Complete the Permission for Early Admission Form with counselor.
- Schedule a meeting with the TSC Dual Enrollment Coordinator.
- Submit the documents below prior to or during the meeting with the TSC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator or brought to the meeting.
    - Copy of test scores
    - Permission to register form
    - Permission for early admission form
    - High school transcript (please use the FASTER system)

During the meeting with the TSC Dual Enrollment Advisor, students will be registered for the TSC courses that are listed on the Permission to Register Form. The TSC Dual Enrollment Coordinator is the only person allowed to register students for courses

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit.

Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit

Eligibility Requirements for Career Dual Enrollment
Students must have a minimum 2.0 unweighted cumulative high school grade point average (GPA) and meet testing requirements if required for specific programs.

Eligibility Requirements to Continue Career Dual Enrollment
Students must maintain a minimum 2.0 unweighted cumulative high school GPA, a minimum 2.0 TSC GPA as well as a successful dual enrollment course completion rate of 75% (C or better).

Schedule Changes
Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TSC.

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to add or drop before the Add/Drop deadline. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

Withdrawing from Classes
After the drop/add period, Requests are considered by the district in extenuating circumstances. Students provide request and documentation to school counselor for district review. School Counselor and TSC Dual Enrollment Coordinator will be notified of the decision. The course withdrawal form will then be initiated by the school designee.

Summer Enrollment
Students are eligible to enroll in summer courses during June Express.
Graduating high school seniors are not eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Weighting of Dual Enrollment Course Grades
For districts that use a weighted grading system, s. 1007.271(8), F.S., states that "school districts and Florida College System institutions must weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advance International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited."

Grade Distribution
All grades will be reported at the conclusion of each term and accessible by the student through logging into their TSC Workday account, no more than two days after the grade submission deadline passes. Final grades will not be reported in the Canvas Learning Management System.

Dual Enrollment Eligibility Through Testing

Students may demonstrate college readiness and qualify for dual enrollment by using a combination of the following, Reading, Writing, and Mathematics qualifying measures.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TSC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

Tests and Assessments (A score that meets or exceeds the standard score on any one of the assessments shall be accepted as demonstration of readiness for college-level work. TSC shall accept scores on a Florida public high school transcript in addition to official score reports from the issuing entity listed as an official record.) All scores must be less than 2 years old.		
P.E.R.T.		
Reading	106	ENC 1101C, ENC 1101
Writing	103	
Mathematics	114-122	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	123	MAC 1105, STA 2023
SAT, The College Board		
Reading	24	
Writing and Language	25	ENC 1101C, ENC 1101
Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	26.5	MAC 1105, STA 2023
Digital SAT, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Math Section	480-520	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
ACT with Writing or ACT, Inc.		
Reading	19	ENC 1101C, ENC 1101
English	17	
Mathematics	19-20	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
Mathematics	21	MAC 1105, STA 2023
Next-Generation ACCUPLACER, The College Board (Since August 2022)		
Reading	256	ENC 1101C, ENC 1101
Writing	253	
QAS (Quantitative Reasoning, Algebra, Stats)	261-275	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	276	MAC 1105, STA 2023
Classic Learning Test (CLT)		
Sum of the Verbal Reasoning and Grammar/Writing Sections	38	ENC 1101C, ENC 1101
Quantitative Reasoning Section	16-18	MAT 1033, MGF 1130, MGF 1131, MAC 1105C
	19	MAC 1105, STA 2023
PSAT/NMSQT and PSAT 10, The College Board Since June 2023		
Reading	24	ENC 1101C, ENC 1101
Writing and Language	25	

Mathematics	24-26	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	26.5	MAC 1105, STA 2023
Digital PSAT/NMSQT and PSAT10, The College Board Since June 2023		
Evidence-Based Reading and Writing Section	490	ENC 1101C, ENC 1101
Mathematics Section	480-529	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	530	MAC 1105, STA 2023
PreACT		
Reading	22	ENC 1101C, ENC 1101
English	18	
Mathematics	22	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
End-of-Course Assessments		
Algebra I or Geometry	4	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
General Education Development (GED) Test		
Reading through Language Arts	165	ENC 1101C, ENC 1101
Mathematical Reasoning	165-174	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	175	MAC 1105, STA 2023
Test Assessing Secondary Completion (TASC)		
Language Arts Reading	580	ENC 1101C, ENC 1101
Language Arts Writing	560 and 6 on Essay	ENC 1101C, ENC 1101
Mathematics	560	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	700	MAC 1105, STA 2023
High School Equivalency Test (HiSET)		
Language Arts Reading	15	ENC 1101C, ENC 1101
Language Arts Writing	15	ENC 1101C, ENC 1101
Mathematics	15	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	18	MAC 1105, STA 2023
ALEKS PPL		
Mathematics	30-45	MAC 1105C, MAT 1033, MGF 1130, MGF 1131
	46	MAC 1105, STA 2023

High School Course Equivalency
(Performance in public high school coursework includes an unweighted GPA of 3.0 or better plus achievement of minimum course grade as indicated in the chart below.)

TSC Course	High School Course	Minimum Grade in Public High School Course
Communications:		
ENC 1101C	English 4 or English 4 Honors or English Language & Literature	B
ENC 1101	English 4 or English 4 Honors or English Language & Literature or Any English course for AP, IB, or Cambridge/AICE programs	B
Mathematics:		
MAT 1033, MAC 1105C	Geometry, Algebra I, Algebra I Honors, Math for College Algebra	B
MGF 1130, MGF 1131,	Math for College Liberal Arts, Math for College Statistics, Probability and Statistics,	B
MAC 1105, STA 2023	Algebra II, Algebra II Honors, Pre-Calculus, Calculus, AICE, AP, IB	B

V. A list of any additional initial student eligibility requirements for participation in the dual enrollment program

The statutory eligibility requirements for academic college credit dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315). The statutory eligibility requirements for **career dual enrollment** Career Certificate: 2.0 unweighted GPA.

TSC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program. Students may enroll in up to 12 credit hours before demonstrating college-readiness for mathematics. To continue enrollment beyond 12 credit hours, students must meet one of the measures for mathematics as outlined in *Table 1* to demonstrate college-readiness.

Students who graduate from high school before completing the postsecondary course may not register for it through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in TSC's Student Handbook.

Continued Enrollment for Academic Dual Enrollment
For continued dual enrollment eligibility, students must maintain a minimum 3.0 unweighted cumulative high school grade point average.

Additionally, the TSC GPA is reviewed each semester, and students must maintain a 2.25 TSC GPA at the time of review. They must also successfully complete at least 75% (C or better). Students may be given a one semester grace period if the TSC GPA is between a 2.00 and 2.24 GPA or completion rate is between 51 – 74%. High school students are permitted one grace period only.

Furthermore, Students, who withdraw from a course after the drop/add period, or who have been afforded a grace period, are required to meet with the counselor and parent/guardian before enrollment paperwork will be provided for the subsequent semester. Additionally, students utilizing a grace period may be subject to a reduced dual enrollment course load by one course in an effort to ensure successful matriculation at the post-secondary level.

Early Admission Eligibility
Students who wish to participate in early admission must be a high school senior or junior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TSC GPA of 3.0 or higher.

Continued Enrollment for Early Admission
Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TSC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at https://www.fldoe.org/core/fileparse.php/20872/urlt/9-2.pdf . Eligible courses may be taken in any format that TSC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

For college credit programs, postsecondary courses taken through dual enrollment for three credits or more that are part of a postsecondary career/technical program of study (College Credit Certificate, Applied Technology Diploma, Associate in Applied Science, Associate of Science) shall be awarded at least 0.5 elective credits toward high school graduation.

Section 1003.437, F.S., specifies that "For the purposes of class ranking, district school boards may exercise a weighted grading system pursuant to s. 1007.271."

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, **dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.**

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TSC will inform students and parents of college-level course expectations through a dual enrollment orientation. TSC will also inform students and parents of college-level course expectations using the course syllabus provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

Section 1007.27(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Average Terms:
Upon recommendation and the submission of the Exceptions to High School GPA form, by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may be allowed to enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidenced of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B". Documentation must be provided to TSC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TSC's Academic Affairs designee.

TSC will provide a form to the high school that must be completed, signed, and returned to TSC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

Students will be given a one-semester grace period during which a review will determine continued eligibility. The grace period can only be used once during the student's high school matriculation. Students granted eligibility under the GPA exception must meet all progression criteria moving forward to continue enrollment; the allowable grace period was used for initial eligibility.

IX. Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

X. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school counselor. The form must be completed with all the required information about course reference numbers as well as alternate options. The completed registration form will be given to TSC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received. The following deadlines are established for TSC and may differ from internal deadlines of the Board.

2026-2027 Deadlines for High Schools:

Due Date	Activity	Responsible Party
August 11, 2026	Deadline for district to submit all paperwork and test scores (as necessary) for enrollment in fall 2026 semester. This includes registration for courses on the high school campus.	High school
August 17, 2026	TSC First Day of Class	
August 21, 2026	Last Day to Change Schedules or drop students (use course adjustment form)	High school
October 27, 2026	Last Day to Withdraw a student (use withdrawal form)	High school
November 10, 2026	Deadline to make changes to course offerings at the high school for Spring 2027. Deadline to identify instructors.	High school
November 27, 2026	TSC Last Day of Class	
December 1, 2026	Deadline for district to submit paperwork for Spring 2027 (applications, test scores, permission to register forms)	High school
December 7, 2026	Deadline to submit grades to TSC	High school
December 11, 2026	TSC Transcripts will be delivered to high schools	TSC
January 6, 2027	TSC First Day of Class	
January 11, 2027	Last Day to Change Schedules or drop students (use course adjustment form)	High school
March 9, 2027	Deadline to Submit "Course Request for Dual Enrollment" Form for 2026-2027.	High school
March 23, 2027	Last Day to Withdraw a student	High school
April 23, 2027	TSC Last Day of Class	
May 3, 2027	Deadline to submit grades to TSC	High school
May 5, 2027	TSC transcripts will be delivered to high schools	TSC
June 11, 2027 (Noon)	Last Day for students to submit all paperwork and test scores (as necessary)	High school

	for enrollment in Summer 2027 June Express session	
July 16, 2027	Last Day to Withdraw a student from Summer 2027 June Express session (use withdrawal form)	High school

Adding and Dropping Classes
To add or drop from a course(s), during drop/add period, students must provide a written request from the high school counselor verifying that the student has permission to **add or drop before the Add/Drop deadline**. The request must be submitted to TSC's Dual Enrollment Coordinator using the Course Adjustment Form.

XI. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XII. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who plan to teach college credit courses that are offered on the high school campuses must complete a TSC Adjunct Faculty Application and all other procedures required by TSC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TSC as identified in the TSC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TSC requires compliance with these qualifications.

1. Provide TSC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the division dean or associate dean of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TSC and must be approved by the appropriate TSC academic division.

3. Adhere to the professional rules, guidelines, and expectations stated in TSC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) stated in TSC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TSC campus. To ensure equivalent rigor with courses taught at TSC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Academic Dean or designee. The completed and scored assessments must be returned to TSC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school to notify TSC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TSC will decide what courses can be offered on the high school campus.

Each instructor is responsible for checking their online class rosters every day to ensure the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify their Academic Dean. The Academic Dean should notify TSC's dual enrollment coordinator or Academic Affairs designee.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TSC's main campus.

XIII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students with a 3.0 unweighted high school grade point average and interested in participating in dual enrollment should be referred to their high school counselors to discuss the program's eligibility requirements.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TSC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TSC's responsibility to monitor student performance in TSC's dual enrollment courses. At the fifth and ninth week of each fall and spring term, TSC will provide early alert reports to a designee of the School Board. The report will include students earning below a 75% average in dual enrollment courses. Additionally, attendance records will be included in the reporting.

The School Board and TSC should exchange student transcripts in order to ensure that students are eligible to continue in the dual enrollment program.

TSC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TSC) when posting it to the high school transcript.

XIV. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TSC will transmit student transcripts to the School Board at the end of each semester.

XV. Responsibilities for funding that delineates costs incurred by the school district and TSC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the fall and spring semesters. Textbooks will be provided by TSC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TSC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TSC's campus will be covered by TSC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TSC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2026-2027 is $71.98. The rate will be charged for courses taking place on TSC's main campus and distance learning courses.

TSC will not charge tuition to the School Board for Summer 2027 dual enrollment students. TSC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TSC will use the fees collected to enhance the dual enrollment program. TSC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TSC will maintain counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TSC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TSC for the costs associated with the proportion of salary and benefits.

TSC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TSC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TSC regularly uses high school faculty to teach both dual enrollment and regular TSC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TSC's costs associated with instruction occurring on the high school site by TSC approved high school faculty who are paid by the School Board will be considered a normal part of TSC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TSC will invoice the School Board for financial obligations within 21 business days of TSC's Census date which is normally after the 5th day of class each semester. A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice. The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XVI. Responsibilities for Student Transportation

Transportation Notification for Career Dual Enrollment Students
In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

XVII. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee State College provides services and facilities accessible to, and usable by, all qualified students with disabilities. The college will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodations.

TSC provides physical, academic, and program access including extended time testing, note-taking services, reader services, recorders, audio books via LearningAlly.org, e-texts, adaptive technology, math accommodations, sign language interpreters, and spelling accommodations.

IN WITNESS WHEREOF, the School Board of Tallahassee Classical School, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date	Tallahassee District Board of Trustees, Tallahassee State College, Florida
Date	President, Tallahassee State College, Florida
Date	Chair, Tallahassee Classical School Board of Trustees
Date	Superintendent, Tallahassee Classical School