

## **CONCURRENT ENROLLMENT**

In accordance with Policy IHCDA and this regulation, qualified secondary students may receive funded college credit in addition to course credit toward the fulfillment of high school graduation requirements for successful completion of approved postsecondary courses offered by an institution of higher education with which the District has a cooperative agreement in accordance with the Concurrent Enrollment Act (C.R.S. 22-35-101 et seq.) (The Act).

Postsecondary academic credit granted for course work successfully completed by a student (grade "D-" or better) as part of the student's Academic Plan of Study under the Concurrent Enrollment program shall count as high school credit toward high school graduation requirements.

Prior approval of coursework is necessary. Students must complete a Concurrent Enrollment Postsecondary Participation Agreement (see exhibit IHCDA-E-1) in accordance to a timeline established by the District. The principal/designee of the student's home school shall approve all applicants.

The principal/designee at each school shall provide the Superintendent/designee a list of participating students on a schedule established by the District and in accordance to any timelines outlined in the CEA. The Superintendent/designee shall have final approval of all participating students

Students must meet the minimum participating requirements established by each postsecondary partner with whom the District has entered into a Cooperative Education Agreement. The District may set a minimum requirement if partnering with a postsecondary institution that does not have its own requirements. The District retains the right to set a minimum participating requirement that exceeds the requirements of a participating postsecondary institution.

A student participating in this program shall still be considered enrolled in the District and eligible for all high school activities.

The program is not available for summer school.

A qualified student shall not concurrently enroll in a basic skills course unless he or she is enrolled in the 12th grade in the District.

### **Agreement with Institution of Higher Education**

The District shall annually review and maintain annual cooperative enrollment agreements (CEA) with postsecondary institutions.

A qualified student must enroll in postsecondary courses at an institution of higher education (as defined above) with which the District has a written Cooperative Education Agreement in accordance with C.R.S. 22-35-104. The District will attempt to establish CEA with one of more institutions of higher education sufficient to meet the varied requirements of the District's qualified students.

The District is strongly encouraged to negotiate in the agreement provisions for qualified District high school instructors to teach college courses on behalf of the Institution of Higher Education at District sites where feasible. The District is also encouraged to negotiate provisions for Institution of Higher Education faculty to teach college courses at one or more District sites as allowed by state statute.

The CEA must include procedures for payment of tuition or equivalent costs and statements that any courses taken by students under this program shall qualify as high school credit and also as credit toward earning a degree or certificate at the institution of higher education. The agreements must also include provisions for an established Academic Plan of Study (ICAP) for each qualified student who concurrently enrolls in the postsecondary institution. The student's academic course sequence shall be based on the student's Individual Career and Academic Plan (ICAP) which includes the plan of study established in C.R.S. 22-35-104(3).

The District shall also allow the District's secondary charter schools to participate in the programs under the District's CEA if desired. The charter schools shall be responsible for all tuition or equivalent costs for charter school students.

Qualified student applicants shall follow the enrollment procedures outlined in the Cooperative Education Agreement located in the Career and Technical Education Director's Department.

### **Notice to Students and Parents/Guardians**

Per C.R.S. 22-35-104, the District is required to notify the student and his or her parent or legal guardian if the student enrolls in a postsecondary course that does not meet the statutory requirements for concurrent enrollment programs. The notice must inform the student that the course does not meet the requirements of the concurrent enrollment statute and that there are postsecondary courses available to the student at low or no cost that meet the concurrent enrollment requirements and that are credit-bearing and applicable toward earning a degree or certificate at an institution of higher education or, if approved for statewide transfer, at any institution of higher education.

### **Payment of Tuition or Equivalent Costs**

The District shall pay the tuition or equivalent costs for academic credit for qualified students participating in Concurrent Enrollment programs in which postsecondary credit is available. If funding is limited, the District will prioritize student applications in accordance with C.R.S. 22-35-101 et seq.

The tuition rate or equivalent shall not exceed the student share of the tuition rate established for Colorado residents enrolled in a general studies course at the community college rate, which rate is established by the State Board for Community Colleges and Occupational Education. Students will normally be responsible for the costs of textbooks, course materials, and any additional student fees.

The institution of higher education may charge additional tuition and/or associated fees to the qualified student or the student's parent/guardian in addition to the tuition paid by the District.

Prior to paying the tuition or equivalent costs for any qualified student, the District shall require the student and student's parent/guardian to sign a Postsecondary Participation Agreement.

The Concurrent Enrollment PPA shall notify students who earn an 'F' or an incomplete, or who withdraw from the course after the withdraw deadline established by the postsecondary institute, that the student will owe the District the cost per credit specified by the participating institution of higher education as outlined in the annual cooperating education agreement. The Superintendent or designee may waive this requirement on a course by course basis within the students' total multi-year Concurrent Enrollment program.

## **Transportation**

The District may elect to provide or pay for transportation to the institution of higher education. Transportation is not guaranteed.

## **Academic Plan of Study (ICAP)**

The qualified student shall establish, in consultation with the principal/designee, an academic plan of study (ICAP) that the student intends to complete to satisfy the Board's high school graduation requirement of postsecondary workforce readiness.

Prior to the qualified student's enrollment in a postsecondary course or courses with postsecondary opportunity, the principal/designee shall review and approve the student's Academic Plan of Study.

Per 1 CCR 301-86, the Academic Plan of Study shall include as a minimum;

- Identified courses that the student intends to complete to satisfy his/her remaining requirements for graduation from the District
- The student's academic progress including the courses taken, any remediation or credit recovery and any Concurrent Enrollment credits earned
- An intentional sequence of courses reflecting progress toward accomplishment of the student's postsecondary and workforce objectives
- Assessment scores relevant to the student's postsecondary and workforce objectives
- If applicable, a timeline for the student to sign up for the ASCENT program prior to September 1st of the student's twelfth-grade year.

## **Forms of Concurrent Enrollment:**

Traditional, 5th Year, ASCENT or Early Colleges, as defined below:

### **Traditional**

Traditional concurrent enrollment is where a student in grades 9 through 12 goes to the actual postsecondary partner campus to take college courses, or in which the postsecondary partner has provided an instructor who facilitates a concurrent enrollment opportunity on a Colorado Springs School District 11 (the District) campus.

Students must meet minimum enrollment requirements established by both the District and the postsecondary partner as outlined in the Cooperative Education Agreement.

The students must complete a Postsecondary Participation Agreement each semester they participate in traditional concurrent enrollment.

Students will be responsible for the costs of textbooks, course materials, and any additional student fees.

### **5th Year**

5th Year Concurrent Enrollment is where a student is in their 5th year of high school and beyond, including students receiving transition services, who have not met the District's minimum high school graduation requirements.

Students who do not have enough graduation credits by the end of their fourth year and return for a fifth year of high school, or more, may not enroll in more than six postsecondary credit hours in a semester and no more than nine total in the school calendar year. Each credit must directly apply towards their minimum high school graduation requirements.

Students must meet minimum enrollment requirements established by both the District and the postsecondary partner as outlined in the Cooperative Education Agreement.

The students must complete a Postsecondary Participation Agreement each semester they participate in traditional concurrent enrollment.

Students will be responsible for the costs of textbooks, course materials, and any additional student fees.

### **ASCENT Program Concurrent Enrollment**

The Accelerating Students Through Concurrent Enrollment (ASCENT) program is administered by the Colorado Department of Education (CDE) under the provisions of C.R.S 22-35-108. The program is a "5th year" program which allows a student to take a full schedule of college coursework in the year immediately following his/her senior year of high school. The key objectives of the program are to, (a) decrease the amount of time required for a student to complete postsecondary; (b) reduce state expenditures for public education, and (c) increase the number of educational pathways available to students. Students may only enroll in Guarantee Transfer credit courses, or state approved Career and Technical Education (CTE) postsecondary programs unless parents/guardians and student sign a form indicating "credits may not transfer". The ASCENT pathway (AAS, AS, AA, etc.) must be clearly spelled out which would include an explanation of "credits may not transfer". Students may only enroll in qualified institutions of higher education with which the District has a signed an ASCENT cooperative agreement per Colorado Springs School District 11 Board of Education (the Board) policy IHCDA.

Students must meet minimum enrollment requirements established by both the District and the postsecondary partner as outlined in the Cooperative Education Agreement.

The students must complete a Postsecondary Participation Agreement each semester they participate in traditional concurrent enrollment.

Students will be responsible for the costs of textbooks, course materials, and any additional student fees.

### **ASCENT Program Student Qualification Requirements:**

A student eligible for the ASCENT program must:

- Have completed, or be on schedule to complete, at least 12 credit hours of postsecondary course work prior to completion of his or her 12th grade year. [Note: International Baccalaureate (IB), Advanced Placement (AP), and College Level Education Program (CLEP) credits do not count towards postsecondary course work.]
- Not be in need of basic skills coursework as defined by the Colorado Commission on Higher Education's (CCHE) remedial education policy.

- Have completed an Academic Plan of Study as a part of his/her Individual and Career Academic Plan (ICAP).
- Have been selected for participation in the ASCENT program by the Superintendent's designee.
- Have been accepted into a postsecondary degree program at an institution of higher education with whom the District has an ASCENT program Concurrent Enrollment cooperative agreement.
- Have not been designated an ASCENT program participant in any prior year.

**Other Key Implementation Requirements:**

An ASCENT student shall not be considered a high school graduate or receive a formal diploma, until he or she has completed his or her participation in the ASCENT program and any remaining graduation requirements specified by his or her high school administration. However, an ASCENT student may be allowed to participate in graduation ceremonies with his/her 12th grade graduating class.

The District will ensure that high school counselors and/or the ASCENT Program Coordinator have provided eligible ASCENT students advice and counsel regarding academic plans of study and financial aid options as part of the ICAP process in order to ensure that ASCENT is an appropriate path for the student.

An ASCENT student must apply for the Colorado College Opportunity Fund (COF) and authorize payment of the COF stipend to the institution of higher education if the institution receives COF funding.

Eligible students desiring to participate in the ASCENT program should complete an ASCENT Enrollment application form through their high school counselor to send to the ASCENT Program Coordinator at least 60 days before the end of the semester proceeding the semester when courses begin.

If designated as an ASCENT student, the student may be counted as a full-time District student if taking 12 credit hours or more of postsecondary courses on Oct 1st of the applicable budget year, or as a half-time student if taking at least three, but less than 12 credit hours.

**EARLY COLLEGE HIGH SCHOOL**

Early College High School (ECHS) is a District secondary school approved by the Colorado Department of Education (CDE) that provides a curriculum designed in a manner which ensures that a student who successfully completes the curriculum has completed the minimum high school graduation requirements, and may have completed either an associate's degree or sixty credits toward completion of a postsecondary credential. As a result, this program is designed in such a way as to allow students to complete the program within six years.

Students may continue their enrollment and earn college credits beyond minimum high school graduation requirements through Concurrent Enrollment with partnering institutions of higher education until the age of 21 or until the student has achieved their associate's degree or sixty credits, or so long as they can be counted in the District count for funding purposes.

Students in ECHS shall not be limited by the 5th Year senior policy per the Concurrent Enrollment Act.

Students must not have accepted a graduation diploma from a local education provider. Students who intend to defer their diploma must identify themselves with the ECHS principal/designee and completed a PPA agreement in the semester prior to their scheduled graduation date.

The students must complete a Postsecondary Participation Agreement each semester that they are enrolled at ECHS (see Exhibit IHCDA-E-1).

### **On Campus Options**

Students who seek to enroll in courses on campus at ECHS must meet minimum qualifying requirements for the participating Community College partner.

Students and their parents/guardians complete and sign the Postsecondary Participation Agreement each semester that the student seeks to enroll in ECHS.

### **Off Campus Options**

Students at ECHS may enroll in traditional concurrent enrollment options with participating institutions of higher education.

Students choosing to enroll in concurrent enrollment off campus must follow the same policies as outlined in Board Policy IHCDA and regulation IHCDA-R-1 with the exception of the 5th Year Senior Rule.

Students who exclusively access traditional concurrent enrollment opportunities must remain full time students throughout a semester or they may be required to reimburse the District for costs (see Student Status below).

Students and their parents/guardians complete and sign the Postsecondary Participation Agreement each semester that the student seeks to enroll in traditional concurrent enrollment opportunities.

### **Student Status**

Students in ECHS must maintain full time status.

Students may maintain full time status in one of three ways:

- College courses only: Based on the definition of an Early College high school, students enrolled in an ECHS and taking only college courses for both high school and college credit must be enrolled in at least seven credit hours for full-time funding.
- High school courses only: A student enrolled in classes for high school credit or college preparatory classes must be scheduled for a minimum of 360 hours of teacher-pupil instruction and teacher-pupil contact time for full-time funding or a minimum of 90 hours of teacher-pupil instruction and teacher-pupil contact time for part-time funding (per 1 CCR 301-39, Rule 2254-5.04(3)).

- High school and college courses: A student enrolled in both high school and college courses must meet a combination of funding requirements for both course types. Full-time funding eligibility would require that part-time requirements be met at both the high school and the college.

Students who wish to drop concurrent enrollment classes must notify the principal/designee prior to dropping the course.

**Early attainment:**

The school shall provide postsecondary transition counseling to the student and their parents/guardians at least one semester prior to the completion of their associate's degree or the attainment of 60 college credits.

Students who complete the District's minimum graduation requirements and who earn an associate's degree or 60 college credits prior to completion of their 12<sup>th</sup> grade may continue enrollment at Early College until their 12<sup>th</sup> grade cohort would graduate.

Students who will complete the District's minimum graduation requirements and their associate's degree or 60 credit hours on time with their entrance grade cohort shall be advised in their postsecondary transition with a college counselor.

**Reporting**

The District shall comply with all student count, audit, and general reporting requirements of the State Board of Education per C.R.S. 22-35-105, C.R.S. 22-35-112, and 1 CCR 301-86.

Adopted March 22, 2017

LEGAL REFS.: C.R.S. 22-32-109(1)(oo)  
C.R.S. 22-35-101 et seq.  
C.R.S. 23-1-125  
C.R.S. 23-2-103  
C.R.S. 23-18-201, 202  
1 CCR 301-39  
1 CCR 301-81  
1 CCR 301-86

CROSS REFS.: IHCDA, Postsecondary Enrollment  
IHCDA-R-2, Extended Studies  
IHCDA-R-3, Articulation  
IHCDA-E-1, Postsecondary Participation Agreement/Concurrent Enrollment  
IHCDA-E-2, Postsecondary Participation Agreement/Extended Studies  
IHCDA-E-3, Articulation Application  
IHCDA-E-4, Postsecondary Opportunities Chart  
IKF, Graduation Requirements