

**NAVARRE HIGH SCHOOL
EARLY ADMISSION/DUAL ENROLLMENT CONTRACT**

Print Student Name: _____

Current Grade: _____

Students who wish to participate in the Early Admission/Dual Enrollment program must meet the following conditions:

- Completion of at least 3 high school credits with a minimum cumulative unweighted GPA of 3.0
- Successfully pass FSA ELA Reading and Writing and the Algebra I EOC
- Earn appropriate scores on all subjects of either the PERT, ACT or SAT.

	Reading	English	Math (Interm Alg or College Alg)
PERT	106	103	114 / 123
ACT	19	17	19 / 21
SAT	440	440	440 / 520

- Must be in good standing with Santa Rosa School District
- Attend an orientation program at the college campus in Pensacola (recommended)

REQUIREMENTS:

- A student must be a junior or senior to be eligible for Dual Enrollment online courses and must maintain a 3.0 college GPA to remain eligible for enrollment in Dual Enrollment online courses.
- Students receiving a **W** in excess of ½ of their classes, who earn a non-attendance **W2, D+, D** or **F** in a PSC course will lose Dual Enrollment Program eligibility for courses on the college campus for the next semester, summer terms not included.
- Students receiving a D+, D or F may repeat the course for credit one time and only the most recent grade earned will be used to calculate the PSC cumulative GPA.
- To maintain eligibility, students must have at least a 3.0 high school GPA and a 2.5 college GPA.
- Students must take Economics at NHS or FLVS as the Dual Enrollment Economics class does not meet graduation requirements.
- If a student would like to drop a Dual Enrollment class, they must see their Guidance Counselor before the college drop/add deadline (**first week of classes**) or they will receive a W1.
- The total number of courses that may be taken is dependent on student grade level and college semester:

Student's Grade	Fall	Spring	Summer
Sixth – Tenth	Two college courses plus accompanying labs	Two college courses plus accompanying labs	One college course plus accompanying labs
Eleventh	Four college courses plus accompanying labs (cannot exceed 18 credits)	Four college courses plus accompanying labs (cannot exceed 18 credits)	Two college courses plus accompanying labs (cannot exceed 8 credits)
Twelfth	Five college courses plus accompanying labs (cannot exceed 18 credits)	Five college courses plus accompanying labs (cannot exceed 18 credits)	Two college courses plus accompanying labs (cannot exceed 8 credits)

PROCEDURES:

- After taking and successfully passing the tests, students will determine the classes they want to take and figure out the days/times of their classes using the internet at home. If students are taking classes at PSC, they will visit www.pensacolastate.edu. Click Course Search located on the top right corner of the webpage. Select the semester and campus center (South Santa Rosa Campus). For Class Type, select College Credit. For UWF, go to www.uwf.edu, click on Academics and select Course Search.

- Students will write down the class titles and section numbers of the classes they want to take and complete this contract. Students must bring the schedule they created and this contract to their NHS guidance counselor for course approval.
- Once the NHS counselor has approved the selected classes and signed a registration form, it is the student's responsibility to meet with an academic advisor on the college campus to complete the registration process. This procedure must be followed each semester. The South Santa Rosa PSC advisor is Karen McCabe 850-471-4630 and the UWF advisor is Eddie Rogers 850-474-2238.
- *PSC Students may pick up their books from the PSC Library in Milton. Before picking up the books, the student must call Greg Ledae at 484 4450 and give him the courses and section numbers on their schedule.* Students must return the books at the end of the semester. If a textbook is lost, replacement or repayment is required.
- UWF students must see their counselor for a textbook form in order to get their books from the UWF Bookstore in Pensacola. UWF students must wait until they've attended their college classes the first day to get a textbook form. UWF students must bring the title and edition of the books they need to their counselor.
- The books may be picked up by THE STUDENT only. A parent or friend may not pick up their student's books.
- Students may obtain parking passes and ID cards from the PSC advising office.

TRANSFER OF CREDIT:

- Grades will be entered once each semester and will be used to calculate class rank. The institution will award college credit which will be recorded on your permanent college record. Please note that grades are reported alphabetically (A=95, B+=88, B=85, C+=78, C=75, D+=68, D=65, F=55) whereas dual enrollment classes taken on NHS campus will be based on NHS's grading scale. This COULD have an effect on a student's class rank. Students competing for Valedictorian, Salutatorian or honor graduate status should consider this aspect when selecting a class.

ADDITIONAL INFORMATION:

- **FERPA** (Family Rights and Privacy Act) does not allow college employees to discuss student information with parents unless the student signs a waiver.
- Students are encouraged to use the free tutoring labs for writing and math, as well as the computer labs.
- Students must obtain permission from their high school counselor if they intend to drop, add or withdraw from a class.
- Grades for off campus dual enrollment courses are not available on Classlink. Students must use their Spyglass, **Canvas** and PirateMail account to stay abreast of classwork and grades. Professors will not respond to private email accounts, so you must use PirateMail to communicate.
- It is the student's responsibility to stay informed regarding scholarships, activities and information pertaining to NHS and graduation. This information may be found on the NHS website at <https://www.santarosa.k12.fl.us/nhs/>

NOTE: *Transfer of dual enrollment college credits within the State of Florida is protected by law; however, colleges and universities outside of Florida view high school dual enrollment credits in different ways. Therefore, we strongly advise students who are accumulating college credit while in high school to check with the individual college they plan to attend.*

By signing below, I agree to the terms of this contract:

Student _____

Date _____

Parent _____

Date _____

Student email address _____

Student phone number _____