

1. What is the Dual Enrollment Program?

Dual Enrollment, formerly Move On When Ready (MOWR), is Georgia’s dual enrollment program that allows high school students to earn college credit while working on their high school diploma. The Dual Enrollment program includes provisions to help remove some of the financial barriers that may prevent students from participating in a dual enrollment program.

High schools are to provide Dual Enrollment program information to each 8th grade public school student at the time the student is developing his or her individual graduation plan as required by O.C.G.A. 20-2-327.

2. Can a student pursue his/her high school diploma and a postsecondary degree or certificate at the same time?

Yes, while in high school, eligible students may choose to pursue a postsecondary degree, diploma or certificate. Students should speak with their high school counselor to explore the options associated with this opportunity.

Eligible high school students may choose to pursue their high school diploma by:

1. Completing required courses as listed on the GADOE High School Required Course List, including two English, two math, two science, and two social studies courses, the associated end of course tests for each, and one health and physical education course (courses that would normally be taken during the 9th and 10th grade year); and,
2. Enrolling at an eligible participating postsecondary institution and earning one of the following:
 - a. Associate degree,
 - b. Technical diploma, or
 - c. Two certificates in one specific career pathway, all postsecondary academic education, technical education and training prerequisites for any state, national, or industry occupational certifications or licenses required to work in the field as determined by the Technical College System of Georgia (TCSG).

PARTICIPATION IN DUAL ENROLLMENT

3. How do eligible high schools, home study programs and postsecondary institutions participate in Dual Enrollment?

Each eligible high school, home study program and postsecondary institution must execute a Dual Enrollment Participation Agreement as prescribed by GSFC in order to participate in the program.

- High schools may choose to participate by completing the Dual Enrollment Four-Year High School Participation Agreement.
- Eligible home study students may choose to participate in Dual Enrollment by

their parent completing the Dual Enrollment Home Study funding application/Participation Agreement each term.

- Eligible postsecondary institutions' participation in Dual Enrollment is included in the Postsecondary Institution Program Participation Agreement for State Programs.

4. Where can the Dual Enrollment Program Participation Agreements be found?

The Dual Enrollment Four-Year High School and the Dual Enrollment Annual Home Study Program Participation Agreements are located on **GAfutures.org** on the Dual Enrollment Web page. Additionally, the High School Agreement is on the STARS system.

ELIGIBILITY

5. Which students are eligible to participate in Dual Enrollment?

To be eligible to participate in the Dual Enrollment program, high school students, must, be enrolled in the 9th, 10th, 11th or 12th grade (9th grade begins with Fall term) at a participating eligible high school or in a home study program operated in pursuant to O.C.G.A. 20-2-690.

Students must meet the dual enrollment admissions requirements set by the participating postsecondary institution they wish to attend. Those requirements may include a minimum grade level and/or age requirement.

The admissions requirements set for applicants wishing to participate in the Dual Enrollment program may not differ from those set for dual enrollment students wishing to attend the institution in the same manner but who are not eligible for Dual Enrollment.

Students must also meet the postsecondary institution's satisfactory academic progress policies.

6. Is there a residence requirement to participate in Dual Enrollment?

There is no residence or citizenship requirement to participate in the Dual Enrollment program.

A student must be enrolled at an eligible participating high school located in Georgia or home study program operated pursuant to Code Section 20-2-690 located in Georgia, and meet the postsecondary admissions requirements and enroll in a participating postsecondary institution.

7. Can a student attending an out-of-state high school, home study program or distance learning program operated in another state participate in the Dual Enrollment program as long as they live in Georgia?

A student living in Georgia but attending a public or private high school out of state is not eligible for Dual Enrollment.

A student must be enrolled in an eligible participating high school or home study program operated pursuant to Code Section 20-2-690 in order to participate in the Dual Enrollment

program. A home study program utilizing curriculum from out of state does not disqualify the home study student whose parent completed the requirements of O.C.G.A. 20-2-690.

8. Can participating high schools establish eligibility requirements for participating Dual Enrollment students?

Students meeting the definition of 'eligible high school student' are eligible to participate provided the Dual Enrollment admissions requirements to attend the eligible participating postsecondary institution are met. High schools are to provide Dual Enrollment program information to each 8th grade public school student at the time the student is developing his or her individual graduation plan as required by O.C.G.A. 20-2-327.

9. Are Dual Enrollment students eligible to continue to participate in extracurricular activities, clubs and athletics at their high school?

Yes, Dual Enrollment students may continue to participate in activities, clubs and athletics at their high school.

ADMISSIONS & APPLICATION

10. Can postsecondary institutions set admissions policies for Dual Enrollment applicants?

Each participating postsecondary institution can set its own admissions policies for high school dual enrollment students. The admissions policies for all high school dual enrollment students must be the same whether the student is funded through Dual Enrollment or another funding source. The admissions policies for dual enrollment students do not have to be the same policy for the traditional student population (e.g. college-age freshmen, transfers, etc.).

11. What is the application process for Dual Enrollment?

The Dual Enrollment funding application has three parts:

Part I: Student Section – should include parent and student information.

Part II: High School or Home Study Program Section – should include student information and advisement of dual enrollment and high school requirements.

Part III: Postsecondary Institution Section – should include student information and advisement of dual enrollment, as well as postsecondary course requirements.

The Dual Enrollment funding application is required each term the student plans to participate in the dual enrollment program and would like to receive funding from Dual Enrollment program. The Dual Enrollment funding application requires the dual enrollment courses to be listed and approved by the high school/home study program and postsecondary institution. The courses must be from the Dual Enrollment Approved Course Directory located at **GAfutures.org**.

12. Are there application deadlines?

The Dual Enrollment program does have term specific application deadlines.

The student, high school/home study program or parent and the postsecondary institution must complete the Dual Enrollment funding application and submit it to GSFC by the last day of the postsecondary term, semester or quarter, or the student’s withdrawal date, whichever occurs first.

High schools may also have a Dual Enrollment procedure for students and parents. Students must be approved and classified as a Dual Enrollment student.

High schools and postsecondary institutions may also set earlier institutional deadlines for participation.

13. Can a Dual Enrollment student attend more than one postsecondary institution in one term?

Yes, a Dual Enrollment student may take courses at more than one postsecondary institution. The Dual Enrollment funding application must be completed for each participating Eligible Postsecondary Institution. The student is eligible to receive Dual Enrollment funds for Tuition, mandatory fees and book allowance at each participating Eligible Postsecondary Institution.

14. Is there a limit to the number of credit hours a student may enroll during one term?

While a student’s Dual Enrollment eligibility is not limited to a specific number of hours, the high school must complete an additional approval process for students applying for more than 24 credit hours in one term.

ENROLLMENT REQUIREMENTS

15. Are students required to take an End of Course (EOC) assessment associated with a course they complete through the Dual Enrollment program?

Public high school students who earn postsecondary credit for a course associated with an EOC are exempt from the requirement to take certain EOCs. The table below provides an overview of the EOCs eligible for exemption and those that are not eligible. Students who are home schooled or attend a private high school are not required to take EOCs.

Required of All Students	Allowed Exemption
Ninth Grade Literature & Composition	American Literature & Composition
Coordinate Algebra or Algebra I	Physical Science
Analytic Geometry or Geometry	US History
Biology	Economics

16. Are Dual Enrollment students eligible to enroll in online courses?

Yes, Dual Enrollment students may enroll in courses offered online provided the course appears on the approved course directory. Students should be advised to carefully consider (1) whether an online course is a good fit before enrolling in the course and (2) to pursue a course load that is manageable.

17. How are courses added to the approved Dual Enrollment Course Directory?

Each postsecondary institution must submit courses through the GATRACS process similar to the previous Accel course approval process. Courses are submitted to GaDOE for review and the assignment of a high school course number for dual credit tracking on the transcripts. Upon the completion of the process, the courses are included in the Dual Enrollment Approved Course Directory located at **GAfutures.org**.

18. What if my institution is not familiar with the GATRACS process?

Contact the GATRACS (Georgia Transfer Articulation Cooperative Services) office at GATRACS@usg.edu.

They can provide assistance or training on the GATRACS process of submitting courses for approval to the Dual Enrollment Approved Course Directory.

19. How often is the Dual Enrollment Approved Course Directory updated?

The course directory is updated weekly.

FUNDING

20. How is Dual Enrollment funded?

The program is funded through state appropriations. Postsecondary Institutions must invoice GSFC to receive payment. The process is similar to how invoicing and payments were handled with the previous Accel program.

21. What Dual Enrollment funds are provided at the postsecondary level?

Tuition

Public Postsecondary Institutions: Standard undergraduate tuition up to a maximum of 15 credit hours per term, per school.

Private Postsecondary Institutions: \$250 per semester hour and a maximum of 15 hours; \$187 per quarter hour and a maximum of 12 hours.

In the event the funds provided to the institution by GSFC do not cover a student's tuition for the term, the institution must waive/not charge any remaining tuition balance.

If a student chooses to enroll in courses that are not Dual Enrollment approved courses, the student may be charged for those non-Dual Enrollment courses.

Textbooks

Postsecondary institutions on the semester system will receive a payment of \$25 per semester hour to be applied towards textbooks. Institutions on the quarter system will receive a payment of \$15 per quarter hour.

Institutions are required to provide textbooks at no cost to participating students.

The postsecondary institution may charge a Dual Enrollment recipient a fine for a lost or damaged book which was loaned to the student, up to \$75 or the cost of the book minus the book allowance, whichever is less.

Mandatory Fees

Postsecondary institutions will receive \$50 per semester or quarter for each participating Dual Enrollment student to be applied to mandatory fees. The institutions are required to waive any remaining balance of mandatory fees.

If the institution does not charge any mandatory fees to all students then the institution will not receive the \$50 Dual Enrollment fee amount.

Other Fees

Non-Course Related Fees

Institutions may not charge students for non-course related fees. Non-course related fees are those fees charged by a postsecondary institution to students regardless of enrollment status and are not charged to every student. These fees do not include fees that are optional to a student such as parking fees, graduation fees, etc. If a postsecondary institution charges a fee to all students, then the fee is considered mandatory. Room and board fees, charges or deposits, meal plan costs and charges, or fines incurred due to actions by a student such as parking tickets, library fines, and late fees or lost or damaged book charges, are not included in non-course related fees.

Course Related Fees

The Eligible Postsecondary Institution can charge the student course related fees or for supplies or require the student to have the required course related items. Course related fees or supply items are considered required for participation in a specific course and all students enrolled in the specific course are required to purchase or pay a fee for such items. Course related fees or supplies may include: lab fees, materials, supplies, tools and equipment. Course related fees or supplies do not include books. Dual Enrollment will not provide for course related fees.

22. If an institution offers optional access to facilities and resources not supported through the student mandatory fees, can the student be charged?

Yes, if the student chooses to use facilities or resources not made available to all students through mandatory fees the student can be charged for the optional resource or activity.

23. What Dual Enrollment funds are provided at the high school level?

Public high schools maintain the full FTE funding but do not receive the \$200 administrative fee that was available with the previous Dual Enrollment program.

The MOWR Act provides some transportation funds for participating eligible public high schools. GSFC will be providing a Dual Enrollment Transportation Grant Application packet each academic year in September. The packet will be provided to those public high schools that have submitted a complete Dual Enrollment Four-Year Program Participation Agreement.

ADDITIONAL QUESTIONS

24. Does a Dual Enrollment student have full access to all facilities and resources at the postsecondary institution?

Yes, the Dual Enrollment legislation states that institutions must “accept the amount paid by the commission [GSFC] as full payment for an eligible high school student’s tuition, mandatory and non-course related fees, and course books.” Since the institutions must consider a Dual Enrollment student as having his or her mandatory and non-course related fees as paid in full, the student must be provided access to all the facilities, services and resources funded through the mandatory fees.

25. Are participating high schools required to provide transportation between the high school and the postsecondary institution for their Dual Enrollment students?

High schools are not required to provide transportation to and from the postsecondary institution; however, public eligible high schools may apply to GSFC for a transportation grant, provided availability of funds.

26. Can students be dual enrolled but not eligible for funding through the Dual Enrollment Program?

Yes, students can be dual enrolled and not eligible for Dual Enrollment funding.

27. Can high school students participating in other college programs be eligible for Dual Enrollment?

Yes, if they apply and meet the Dual Enrollment requirements. Additionally, the courses for Dual Enrollment funding must be chosen from the Dual Enrollment Approved Course Directory located on **GAfutures.org**.

If a student chooses to enroll in courses that are not Dual Enrollment approved courses, the student may be charged for those non-Dual Enrollment courses.

28. Are Dual Enrollment hours included in the eligibility determination for the HOPE or Zell Miller Scholarship?

High school credit will be given for degree-level core courses taken as a Dual Enrollment student and is included in determining a student's *high school* HOPE GPA. The dual enrollment coursework cannot be used to gain HOPE Scholarship eligibility while in high school or to determine HOPE Scholarship eligibility for non-HOPE scholars.

29. Can Dual Enrollment credit hours be used to determine HOPE/Zell Miller Scholarship eligibility?

No, according to the Program regulations, college credit hours taken as dual credit enrollment are not counted as attempted hours nor are they included in the combined paid hours limit for purposes of HOPE or Zell Miller Scholarship eligibility. The hours are not included in a student's *postsecondary* HOPE GPA.