

DEPARTMENT OF EDUCATION

OFFICE OF THE SECRETARY

Statutory Authority: 14 Delaware Code, Sections 122(b) (14 **Del.C.** §122(b))
14 **DE Admin. Code** 506

FINAL

Regulatory Implementing Order

506 Policies for Dual Enrollment and Awarding Dual Credit

I. Summary of the Evidence and Information Submitted

The Secretary of Education seeks the consent of the State Board of Education to promulgate a new regulation 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit. The purpose of this regulation is to ensure all reorganized local school districts, including vocational technical school districts have policies regarding dual enrollment and the awarding of dual credit to promote consistency and equity across the state. The Secretary and State Board of Education are in agreement with the purpose statement articulated by Jobs for the Future when they state in their 2008 report "On Ramp to College" that "dual enrollment and the awarding of dual credit is to serve as a bridge to college for students not already college bound and as a head start on college for those already committed to a postsecondary credential."

Notice of the proposed regulation was published in the *News Journal* and the *Delaware State News* on Tuesday, August 5, 2008, in the form hereto attached as *Exhibit "A"*. No comments were received.

II. Findings of Facts

The Secretary finds that it is appropriate to promulgate a new regulation 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit in order to ensure all reorganized local school districts, including vocational technical school districts have policies regarding dual enrollment and the awarding of dual credit to promote consistency and equity across the state.

III. Decision to Amend the Regulation

For the foregoing reasons, the Secretary concludes that it is appropriate to amend 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit. Therefore, pursuant to 14 **Del.C.** §122, 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit attached hereto as *Exhibit "B"* is hereby amended. Pursuant to the provision of 14 **Del.C.** §122(e), 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit hereby amended shall be in effect for a period of five years from the effective date of this order as set forth in Section V. below.

IV. Text and Citation

The text of 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit amended hereby shall be in the form attached hereto as *Exhibit "B"*, and said regulation shall be cited as 14 **DE Admin. Code** 506 Policies for Dual Enrollment and Awarding Dual Credit in the *Administrative Code of Regulations* for the Department of Education.

V. Effective Date of Order

The actions hereinabove referred to were taken by the Secretary pursuant to 14 **Del.C.** §122 on September 18, 2008. The effective date of this Order shall be ten (10) days from the date this Order is published in the *Delaware Register of Regulations*.

IT IS SO ORDERED the 18th day of September 2008.

DEPARTMENT OF EDUCATION

Valerie A. Woodruff, Secretary of Education

Approved this 18th day of September 2008

STATE BOARD OF EDUCATION

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506 Policies for Dual Enrollment and Awarding Dual Credit

1.0 Purpose

The purpose of this regulation is to ensure all reorganized local school districts, including vocational technical school districts have policies regarding dual enrollment and the awarding of dual credit to promote consistency and equity across the state.

2.0 Definitions:

For purposes of this regulation the definitions in 14 **DE Admin. Code** 505 apply. Additional definitions for purposes of this regulation include the following:

“**Accredited Postsecondary Institution**” means a regionally accredited higher education institution.

“**Articulation Agreement**” means the agreement between the Accredited Postsecondary Institution and school district, school or charter school that specifies, at a minimum, student eligibility and participation requirements, the course syllabus, the expected course competencies, grading policy, attendance policy, and conditions for awarding Dual Credit. Further provided, student eligibility and participation requirements shall be based on multiple indicators of readiness such as, but not limited, to a combination of tests, course grades, teacher recommendations or portfolios.

“**Dual Credit**” means the credit awarded at both the high school and postsecondary levels.

“**Dual Credit Course**” means a course for which a student may receive both high school credit towards graduation and postsecondary credit. The course may be taken in a variety of settings such as in a high school, on a postsecondary institution campus, or electronically. Examples of a dual credit course include Advanced Placement (AP), International Baccalaureate (IB) and Tech Prep courses.

“**Dual Enrollment**” means simultaneous enrollment in both a high school and an Accredited Postsecondary Institution.

“**Dual Enrollment Course**” means a course for which a student may receive both high school credit towards graduation and postsecondary credit while simultaneously registered at both the high school and the Accredited Postsecondary Institution.

“**Dual Enrollment Instructor**” or “**Instructor**” means an individual teaching a Dual Enrollment Course who meets the requirements of a faculty member or adjunct faculty member at the credit granting Accredited Postsecondary Institution.

“Principal or principal’s designee” means the person at the high school the local school district board of education or superintendent, or charter school board, if applicable, assigns to approve the courses that may result in credit for that high school.

3.0 District Policy Requirement

- 3.1 Local school districts shall develop policies for Dual Enrollment and the awarding of Dual Credit that at a minimum meet the following criteria:
 - 3.1.1 All courses for which dual credit is awarded shall incorporate any applicable state content standards;
 - 3.1.2 All courses for which dual credit is awarded shall be taken at or through an Articulation Agreement with an Accredited Postsecondary Institution except for AP or IB courses;
 - 3.1.3 All students shall be provided information regarding dual enrollment and the awarding of dual credit opportunities;
 - 3.1.4 Those students eligible as determined in the Articulation Agreement shall have access to dual credit and dual enrollment courses;
 - 3.1.5 Funding sources such as Tech Prep, College Board waivers or other grants shall be identified as well as the procedures for applying and the procedures for the awarding of such funds or waivers. No student shall be denied access to dual credit or dual enrollment courses because of the student’s or family’s inability to pay;
 - 3.1.6 Students shall have multiple points of access for dual credit and dual enrollment course(s) including, but not limited to, course(s) offered on the high school campus, course(s) offered on the postsecondary institution campus, course(s) offered online, or a combination of any of the above;
 - 3.1.7 All courses for which Dual Credit is awarded through an Accredited Postsecondary Institution shall be taught by an approved Dual Credit Instructor;
 - 3.1.8 Any course that offers Dual Credit shall have the prior approval for the awarding of Dual Credit by the principal or the principal’s designee of the high school in which the credit is to be awarded; and
 - 3.1.9 Dual enrollment and dual credit shall be included in the Student Success Plan (SSP), as required in 14 DE Admin. Code 505, for students electing to participate.

4.0 Quality Assurance and Granting of Postsecondary Credit

- 4.1 All Advanced Placement (AP) and International Baccalaureate (IB) courses used for purposes of Dual Credit shall meet the requirements of their respective program authorizers.
 - 4.1.1 Postsecondary credit for Advanced Placement or IB courses shall be at the discretion of the credit granting Accredited Postsecondary Institution.
- 4.2 For Tech Prep courses, the Accredited Postsecondary Institution shall ensure the student’s attainment of competencies as outlined in the Articulation Agreement between the high school and Accredited Postsecondary Institution.
- 4.3 All courses for which Dual Credit is granted shall meet the requirements of the sponsoring Accredited Postsecondary Institution as outlined in the Articulation Agreement.

5.0 Reporting of Dual Enrollment and awarding of Dual Credit

- 5.1 The school shall indicate on a student’s high school transcript any Dual Enrollment Courses taken and any courses for which Dual Credit has been granted.

6.0 Policy Reporting Requirements

- 6.1 Each public school district shall have an electronic copy of its current policy for dual enrollment and awarding dual credit on file with the Department of Education.

6.2 Each public school district shall provide an electronic copy of any dual enrollment and dual credit policy within ninety (90) days of such revision(s) including revisions made as a result of changes to Federal, state or local law, regulations, guidance or policies.

7.0 Secondary Charter School Policy

7.1 A secondary charter school that chooses to offer Dual Enrollment or Dual Credit opportunities shall be subject to the provisions of this regulation.

12 DE Reg. 437 (10/01/08) (Final)