

Academic Affairs Policy 2.22 Minimum Requirements for Dual Enrollment

Purpose: This policy establishes the minimum requirements for high school student eligibility to enroll in dual enrollment courses offered by Louisiana public postsecondary institutions.¹

This policy is designed to:

- Enable and encourage institutions to provide pathways of access to dual enrollment courses.
- Ensure quality and rigor of dual enrollment courses.
- Define minimum academic and technical dual enrollment eligibility requirements for students.

This policy is effective for Academic Year 2023-2024; however, any or all aspects of the policy may be implemented immediately.

Definitions:

Dual Enrollment: The enrollment of a high school student in a college course for which dual credit (both college and high school credit) is attempted, is recorded on the student's secondary record and may be recorded on the student's postsecondary academic record. A college course offered for dual enrollment may be taught onsite at the postsecondary institution, onsite at the high school, online, or in a hybrid fashion, utilizing a traditional or choice credit modality. Postsecondary institutions must comply with all accreditation requirements for awarding credit.

Early College Credit: College credit earned before completing high school or during the summer immediately following high school graduation, including by dual enrollment and credit-by-exam such as Advanced Placement (AP), International Baccalaureate (IB), or College Level Examination Program (CLEP). Credit hours for AP, IB, or CLEP are contingent on the student achieving an appropriate score as required by either the awarding institution or Board of Regents policy.

Academic Dual Enrollment Course: A dual enrollment course in an academic discipline that is designed for transfer to a Baccalaureate degree, Nexus degree, Certificate in General Studies, or Associate of Arts or Science, and/or applicable toward Regents' statewide general education requirements.

Technical Dual Enrollment Course: A dual enrollment course in applied, technical fields with content focused on acquiring specific workforce technical skills in a program leading to a Certificate of Technical Studies, Technical Diploma, or Associate of Applied Science designed to prepare students for immediate employment or career entry.

¹ The Board of Regents establishes minimum admission standards for first-time first-year and transfer students to Louisiana public colleges and universities. Two-year institutions are open admission and therefore have no academic admissions requirements for entry for first-time first-year and transfer students.

Minimum Requirements for Dual Enrollment

The minimum requirements to enroll in dual enrollment differ based on two types of entry:

- A. Academic Dual Enrollment Courses
- B. Technical Dual Enrollment Courses

A. Minimum Requirements for Academic Dual Enrollment Courses

Students must meet any eligibility requirements the postsecondary institution designates, including institutional prerequisite requirements or placement measures, in addition to the minimum requirements outlined below. Postsecondary institutions shall provide additional eligibility requirements to Regents annually for publication on LaDualEnrollment.com.

A student is eligible to enroll in Academic Dual Enrollment Courses if they meet ANY of the following four criteria ¹		
1. Success in high school		
2.5 cumulative high school GPA		
AND		
Subject-specific minimum scores on any assessment listed in Figure 1 (page 5).	OR	Counselor recommendation based on overall student performance and grade trends in the subject.
2. Success in subject area		
3.0 cumulative high school subject-area GPA, as determined by the postsecondary institution.	AND	Counselor recommendation based on grade trends in the subject.
3. Success in previous dual enrollment courses²		
2.5 cumulative college GPA, as demonstrated in prior dual enrollment participation.		
4. Meet the eligibility thresholds required by an approved Early College Academy.		

¹ Any of these three criteria qualify a student to continue to take dual enrollment classes. Criterion 3 should not be construed as exclusionary.

² Unlike criterion 1 and criterion 2, which are subject-area-based, criterion 3 creates eligibility in all subject areas.

B. Minimum Requirements for Technical Dual Enrollment Courses

Technical Dual Enrollment courses are predominantly taught at two-year institutions, which are open admissions. These course requirements may differ by institution.³

A student is eligible to enroll in Technical Dual Enrollment Courses if they meet ANY of the following four criteria
1. Success in high school
2.0 cumulative high school GPA
2. Success in high school performance
Counselor recommendation based on relevant high school performance.
3. Success in previous dual enrollment courses
2.0 cumulative college GPA, as demonstrated in prior dual enrollment participation.
4. Meet the eligibility thresholds required by an approved Early College Academy.

³ In addition to the requirements listed in the table, some courses have additional safety requirements, and some programs have minimum age requirements set by regulatory agencies. Please reference the postsecondary institution of interest to ensure the student meets any regulatory requirements and that any safety compliance prerequisites are met.

Courses and Instruction

Course Content and Rigor

Dual enrollment courses are college courses taught to high school students, regardless of location, instructor type, or mode of delivery.

Student learning outcomes listed on the syllabus, as well as midterm and final examinations, must be identical to what is offered and expected on the college campus.

Assessments, including assignments, midterms, and finals, must be graded at a college level for college credit, regardless of course delivery method, location, instructor, facilitator, or process. Grades awarded may differ between the secondary transcript and postsecondary transcript if the high school measures differ from those of the postsecondary institution.

Dual Enrollment Instructors

Dual enrollment instructors are college-level instructors with documented academic credentials and professional experience that meet the postsecondary institution's policy on minimum faculty qualifications required to teach the dual enrollment course, according to SACSCOC (or COE) credential guidelines.

All new dual enrollment instructors must receive formal training by a postsecondary departmental faculty member or, preceding the start of class, participate in a workshop offered by the institution to review the curriculum, course content, assessment methods, and student learning outcomes. Institutions shall regularly conduct oversight and provide ongoing professional development to dual enrollment instructors.

Each institution will provide to the Board of Regents a description of the process which dual enrollment instructors or facilitators are required to complete before offering the course.

Delivery format and Credit-Modality

A college course offered for dual enrollment may be taught onsite at the postsecondary institution, onsite at the high school, online, or in a hybrid fashion. The course credit may also be treated in two different credit-modalities: traditional credit modality and Choice credit modality. Grades awarded in courses using the traditional credit-modality are automatically applied to both the student's secondary and collegiate transcripts. While grades for all dual enrollment courses apply to the secondary transcript, grades awarded for courses using the Choice credit-modality are only applied to the student's collegiate transcript at the student's choosing.

Regardless of the delivery format, or credit-modality, all dual enrollment courses must be taught by dual enrollment instructors adhering to identical content and rigor expectations.

An institution may only offer a course utilizing the Choice credit-modality if the institution will transcript the grade in that course on the collegiate transcript should the student's choose that option. The decision as to whether dual enrollment grades impact the student's college GPA remains with the management boards and their institutions.

Dual Enrollment Student Advising

Dual enrollment students should be advised of the benefits and implications of taking college courses. Advising should include information on admissions, GPA, costs, academic policies, and course transferability. It is important for students to understand that dual enrollment course performance can impact future federal and state financial aid eligibility. Dual enrollment students must have access to appropriate college learning resources and student support services.

Dual Enrollment Agreements

Each secondary and postsecondary institution shall join in a Memorandum of Understanding (MOU) for the delivery of dual enrollment courses. These agreements should address the following aspects of dual enrollment courses:

- Curricular oversight and rigor
- Faculty standards
- Fees and costs charged to students and families
- Fees and costs borne by the secondary and postsecondary institutions
- Student learning resources and advising
- Student support services
- Ongoing course and instructor evaluation
- Guidelines that govern delivery format and credit-modality processes

Other Dual Enrollment Programming Options

Early College Academy

An Early College Academy (ECA) is a comprehensive model of dual enrollment that provides support and the opportunity to earn up to an associate degree or 60 hours of transferable college credits at little or no cost to students. These programs, starting as early as 9th grade, provide rigorous, supportive learning environments that blend high school and college learning experiences through dedicated college and career postsecondary diploma pathways. An ECA is established by a formal memorandum of understanding (MOU) between a secondary school district and a postsecondary institution. MOUs must address student eligibility for course placement, scheduling and accessibility, student access to college learning resources and advising, instructor credential standards, curricular oversight and rigor, costs charged to students and families, and costs borne by the secondary and postsecondary institutions. The ECA will adhere to this policy except if approved by the appropriate management board and ratified by the Board of Regents.

Fast Forward

Fast Forward, an initiative of the Louisiana Department of Education and the Board of Regents, provides high school diploma pathways that include dual enrollment courses to enable students to earn an Associate of Applied Science, an Associate of Arts or Science designed to transfer to a Baccalaureate degree, or a state-approved apprenticeship. Each public postsecondary institution should approve and annually review all Fast Forward pathways that include certificates or degrees offered by the institution. For more information, go to FastForward.la.

Dual Enrollment Reporting

Institutions shall submit data annually to the Board of Regents, in the manner prescribed by the Board, relating to dual enrollment at the institution. The Board shall annually analyze and report on the data to ensure compliance with this policy and inform continuous improvement efforts.

**Academic Affairs Policy 2.22 Figure 1
 Placement Scores**

Together with the GPA requirement, if a student has any score in the Humanities and Social Science placement score column, they are eligible to enroll in a Humanity or Social Science dual enrollment course. If they have both the GPA and any score in the Science and Mathematics placement score column, they are eligible to enroll in a Science or Mathematics dual enrollment course.

Assessment	Placement Scores for Humanities and Social Sciences	Placement Scores for Science and Mathematics
ACCUPLACER	86 Sentence Structure	65 Elem. Alg. 40 Col-Level Math*
ACCUPLACER NG	250 Writing	250 QRAS
ASPIRE	433	431
MAP	245	265
Pre-ACT	18	19
Pre-SAT	25 WL	500
EOC	740 English II	760 Algebra I 750 Geometry
LEAP 2025	Mastery or above English II	Geometry: Mastery or above (for enrollment in non-algebraic Gen. Ed Math) Geometry: Mastery or above <u>and</u> completion of Algebra II w/C or better for enrollment in College Algebra
ACT	18	19
SAT	500 ERW	510 Math
ALEKS PPL	n/a	35*
Advanced Placement Exam	3 in a Humanities or Social Science subject area	3 in a Math or Science subject area