

Concurrent Enrollment

The district believes that students who wish to pursue postsecondary level work while in high school should be permitted to do so. In accordance with this policy and accompanying regulation, high school students may receive course credit toward the fulfillment of high school graduation requirements for successful completion of approved postsecondary courses offered by institutions of higher education.

This policy and accompanying regulation do not apply to students seeking to enroll in postsecondary courses pursuant to the Accelerating Students through Concurrent Enrollment (ASCENT) program or a "dropout recovery program" pursuant to the Concurrent Enrollment Programs Act (the Act). Students seeking to enroll in the ASCENT program or a dropout recovery program shall work with district administrators and meet the Act's applicable requirements.

Definitions

For purposes of this policy and accompanying regulation, the following definitions will apply.

"Concurrent enrollment" means the simultaneous enrollment of a qualified student in a district high school and in one or more postsecondary courses at an institution of higher education. Concurrent enrollment does not include a student's simultaneous enrollment in: a district high school and in one or more secondary career and technical education courses, advanced placement courses, or international baccalaureate courses; an early college course and a postsecondary course; a p-tech school and a postsecondary course; or a district high school and a postsecondary course that does not fall within the definition of concurrent enrollment.

"Qualified student" means a person who is less than 21 years of age and is enrolled in the ninth grade or higher grade level.

"Postsecondary course" means a course offered by an institution of higher education and includes coursework resulting in the acquisition of a certificate; an associate degree of applied sciences, general studies, arts, or science; and all baccalaureate degree programs.

"Institution of higher education" means:

- a. A state university or college, community college, junior college, or area vocational school as described in title 23, C.R.S.;
- b. A postsecondary career and technical education program that offers postsecondary courses and is approved by the state board for community colleges and occupational education pursuant to applicable state law; and
- c. An educational institution operating in Colorado that meets the Act's specified criteria.

Eligibility

Qualified students seeking to enroll in postsecondary courses at the district's expense and receive high school credit for such courses must follow the procedure accompanying this policy, including but not limited to timely submitting an application and establishing an academic plan of study. Qualified students must meet the minimum prerequisites and academic readiness for the postsecondary courses in which they seek to enroll.

The Board determines the manner in which it provides opportunities for concurrent enrollment. However, the district may not unreasonably deny approval for concurrent enrollment or limit the number of postsecondary courses in which a qualified student may enroll unless the district is unable to provide access due to technological capacity.

Academic credit

Academic credit granted for postsecondary courses successfully completed by a qualified student will count as high school credit toward the district's graduation requirements, unless such credit is denied.

Granting of credit for off campus courses completed will be determined by the building principal or designee. Determination of credit will be based on each semester college class of three or more credits being worth .5 credit toward high school graduation.

High school credit will be denied if a qualified student does not receive a passing grade for the postsecondary course. High school credit will be denied for postsecondary courses that do not meet or exceed the district's academic standards. High school credit will also be denied for a postsecondary course substantially similar to a course offered by the district, unless the qualified student's enrollment in the postsecondary course is approved due to a scheduling conflict or other reason deemed legitimate by the district. Concurrent enrollment is not available for summer school.

Grades received from the post-secondary institution will be computed in the student's grade point average and will be weighted on a 5.0 scale.

Students are responsible for obtaining and presenting an official transcript to the counseling department upon completion of a course or courses prior to any credit being awarded.

Agreement with institution of higher education

When a qualified student seeks to enroll in postsecondary courses at an institution of higher education and receive high school credit for such courses, the district and the participating institution will enter into a written cooperative agreement in accordance with the Act.

Payment of tuition and additional costs

The district will pay the tuition for postsecondary courses in accordance with the Act and the district's cooperative agreement with the institution of higher education.

The qualified student and the student's parent/guardian will be responsible for the cost of textbooks and fees for postsecondary courses.

Transportation

The district will not provide or pay for the qualified student's transportation to the institution of higher education.

Notice

Information about concurrent enrollment options will be made available to high school students and their parents/guardians on an annual basis. In addition, at least six weeks prior to the beginning of the enrollment period for postsecondary concurrent enrollment courses, written notice (which may be sent electronically) will be provided to high school students and their parent/guardians of the postsecondary courses offered at no tuition cost to qualified students at the district and at an institution of higher education, any anticipated costs of textbooks and fees to the qualified student for those courses, and the number and transferability of course credits that a qualified student may earn by enrolling in and successfully completing a concurrent enrollment course.

Information about concurrent enrollment options and the benefits of participating in concurrent enrollment during high school will be provided to middle school students and their parents/guardians electronically at least once during the school year and at least once during the summer.

Adopted by the superintendent: November 12, 2014

Revised and recoded by the superintendent: July 17, 2019

Revised: May 20, 2020, August 25, 2021, April 27, 2022, October 26, 2022

LEGAL REFS.: C.R.S. 22-32-109 (1)(nn) (*discussion of the requirements for and benefits of concurrent enrollment must be part of ICAP process*)
C.R.S. 22-35-101 *et seq.* (*Concurrent Enrollment Programs Act*)
C.R.S. 23-60-202.7 (*requirement to provide information concerning concurrent enrollment to parents of middle school students*)
1 CCR 301-86 (*State Board of Education rules regarding the Administration of the Concurrent Enrollment Program*)

CROSS REFS.:

Board policies:

EP-1, Application End

EP, Knowledge End

EP-3, Participation End

EL-1, General Executive Constraint

EL-3, Development of Administration Policy

EL-9, Treatment of Students, Parents and Community

Administrative policies:

File: I-14 (IHCDA)

IHBK, Preparation for Postsecondary and Workforce Success
IJNDAB, Instruction through Online Courses
IKF, Graduation Requirements
JFC, Student Withdrawal from School/Dropouts

Weld County School District Re-3J, Hudson, Colorado

WELD RE-3J SCHOOL DISTRICT

Concurrent Enrollment Eligibility and Application Procedures

Name _____

At Weld Re-3J, we are proud to offer opportunities for qualifying students to participate in concurrent enrollment classes. Concurrent enrollment allows high school students to take courses that count toward college credit, certification credit AND graduation required credits at Weld Central High School, through the same course.

Academic Plan of Study

The qualified student shall establish, in consultation with the Concurrent Enrollment Advisor, an academic plan of study that describes all of the courses (including postsecondary courses) the student intends to complete to satisfy the Board's high school graduation requirements. Prior to the qualified student's enrollment in a postsecondary course, the Concurrent Enrollment Advisor shall review and approve the student's academic plan of study in accordance with applicable State Board of Education rules.

This is a two-step process:

1. Meet with the Concurrent Enrollment Advisor
 - Informal discussion of expectations and procedures of Concurrent Enrollment
 - Student receives the Weld Re-3J School District Concurrent Enrollment Agreement and Concurrent Enrollment form from Aims Community College or Morgan Community College
2. Meet with the Concurrent Enrollment Advisor when paperwork is completed
 - Evaluation of paperwork (signatures and information filled in)
 - Discussion of classes for registration
 - College registration process

Application

The qualified student who seeks to enroll in a postsecondary course shall complete the district's concurrent enrollment application form and submit it to the Concurrent Enrollment Advisor at least 60 days prior to the end of the academic term immediately preceding the term of the student's proposed enrollment in a postsecondary course. The requested postsecondary course(s) on the student's application shall be consistent with the student's approved academic plan of study. The Concurrent Enrollment Advisor may waive the 60 day requirement at his or her discretion.

The Concurrent Enrollment Advisor shall approve or disapprove the student's application in accordance with this regulation's accompanying policy, the priority requirements of the Concurrent

WELD RE-3J SCHOOL DISTRICT

Concurrent Enrollment Eligibility and Application Procedures

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Enrollment Programs Act, and the State Board of Education rules. The Concurrent Enrollment Advisor shall notify the student of the decision, which shall be final.

To be Eligible for Concurrent Enrollment a Student Must:

- Be in the 9th -12th grade. Please indicate grade at semester of Concurrent Enrollment Classes _____
- Be under 21 years of age. Circle: YES NO
- Have no less than 90% attendance rate in the previous two semesters. Attendance Rate _____
- Have no more than 1 suspension in semester prior to concurrent enrollment. Administrator initials _____
- Must meet minimum 2.5 cumulative GPA. GPA _____
- Complete the following application process which includes, but is not limited to:
 - Meet with the Concurrent Enrollment Advisor to discuss the process. Advisor's Initials ____
 - Complete relevant concurrent enrollment agreements and the following, if you meet all above criteria:
 - Apply to the college you will attend for Concurrent Enrollment (aims.edu)
 - If under the age of 16, you might be required to meet with college advisor
 - Set up your student account with college
 - Locate your college ID# (Please give your ID number here) _____
 - Submit the Concurrent Enrollment Form
 - Submit the Re-3J Agreement form
 - Meet with the school counselor for a credit check, students who are not on track for graduation are NOT eligible for concurrent enrollment. Counselor initials _____
 - Ensure Concurrent Enrollment courses are aligned with the student's Academic Plan of Study (ICAP and Career Pathway). Counselor initials _____
 - Provide a short essay from the student describing why they believe a concurrent enrollment opportunity benefits them and their future goals? (Attach document)
 - Have courses approved by the Concurrent Enrollment Advisor
 - Students must submit a signed Re-3J Concurrent Enrollment Agreement form each year.

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Concurrent Enrollment Eligibility and Application Procedures

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Other Important Information:

- Courses that will be approved are:
 - Courses that are not offered at Weld Central.
 - Courses that are a higher level than offered at Weld Central
 - Any other courses a student would be interested in will require an interview with an administrator for special approval
 - Course approval will not be granted for any classes that have been failed at Weld Central
- Tuition will be paid by Re-3J; however, books, any additional fees, and the cost of transportation to the college are the student/family responsibility.
- If a student is asked by the college to leave the program, the student will no longer qualify for any additional concurrent enrollment opportunities.

NOTE: The Concurrent Enrollment Programs Act (the Act), C.R.S. 22-35-101 et seq., provides that the qualified student's academic plan of student shall be established "in consultation with the administration of his or her local education provider." The district should designate the appropriate administrator and specify that person in the paragraph above. C.R.S. 22-35-104(3). The Act also provides that "the principal, a counselor, or a teacher advisor" shall approve the academic plan of study prior to the qualified student's enrollment in a postsecondary course. C.R.S. 22-35-104(3). The district should designate the appropriate high school staff member and specify this person in the paragraph above. In approving the academic plan of student, the principal, counselor, or teacher advisor "shall apply the guidelines established by rules" of the State Board of Education. Id. These rules specify the required content of the academic plan of study and presume the academic plan of study is part of the student's Individualized Career and Academic Plan (ICAP). See, Rule 2.02 of 1 CCR 301-86, "Guidelines for Approving or Disapproving Academic Plans of Study."

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Concurrent Enrollment Eligibility and Application Procedures

Name _____

NOTE 1: The Act requires the qualified student to seek approval from the “superintendent or designee” prior to enrolling in a postsecondary course in which the student intends to receive high school credit. C.R.S. 22-35-104(2)(a)(I). The district may choose to have the superintendent retain this authority or designate the high school principal, counselor, or teacher advisor to serve in this role. The district should then specify this staff member in the paragraphs above.

NOTE 2: In considering applications, the Act requires the “superintendent or designee” to give “priority consideration to qualified students who, by the time they concurrently enroll, will have completed the high school graduation requirements and are applying for concurrent enrollment to begin earning credits toward a postsecondary degree or certificate.” C.R.S. 22-35-104(2)(b)

NOTE 3: If the district has entered into a cooperative agreement with an institution of higher education, the district must create and “make publicly available” a “standard concurrent enrollment application form.” C.R.S. 22-35-104(2)(c). In creating the standard form, the district shall refer to the guidelines established by State Board of Education rules. Id.; see also, Rule 2.01 of 1 CCR 301-86, “Guidelines for Creating Standard Concurrent Enrollment Application Forms.” At a minimum, the application form shall require the student to specify the postsecondary courses in which he or she intends to concurrently enroll. Id. A model concurrent enrollment application form is available on the Colorado Department of Education’s website.

NOTE 4: State law provides districts "may" administer developmental education placement or assessment tests to students in grades nine through twelve. C.R.S. [22-32-109.5](#) (4)(a). If a student's scores indicate that the student is at risk of being unable to demonstrate postsecondary and workforce readiness prior to or upon high school graduation, school personnel "shall" work with the student and the student's parent/guardian to create an intervention plan. C.R.S. [22-32-109.5](#) (4)(b). The intervention plan may include enrollment in developmental education courses at an institution of higher education through the district's concurrent enrollment program. As a result of HB19-1206, the availability of developmental education courses through the district's concurrent enrollment program is no longer limited to students who are in twelfth grade. In addition, beginning with the 2022-23 school year and for school years thereafter, a qualified student may concurrently enroll in a developmental education course only if the student is included within the enrolling institution's developmental education enrollment limitation specified in C.R.S. [23-1-113.3](#) (1)(a)(i).

Weld Re-3J School District Concurrent Enrollment Agreement

In addition to the ***Concurrent Enrollment College Agreement***, please be aware that your signature is required on this form and that you are also agreeing to the following, which are specific to Weld County School District Re-3J:

1. District funds are NOT guaranteed for every student who applies. Students must meet all eligibility requirements.
2. The district will pay up to the maximum, standard in-classroom tuition rate. The district will not pay for students to take online classes above this rate. The district will also not pay for summer courses.
3. The district will not pay for textbooks, fees, supplies, or transportation.
4. Students will earn 0.5 high school semester credit for each 3, 4, or 5 credit college course enrolled in and meeting minimum grade requirements.
5. Students will earn high school credit for a grade of A, B, C, or D. Students will not receive credit for an F. On the college transcript, students will only earn credit if they receive a C or higher (no credit for D or F).
6. On the high school transcript, the grade received will be weighted (5.0=A, 4.0=B, 3.0=C, 2.0=D). If a student withdraws from the course after the add/drop date, they will receive a "W" or "F" on their high school and college transcripts.
7. If the student drops a college class before the university drop date, the student must join a high school class or take a credit recovery class online. If the student withdraws from a college class after the university drop date, the student will be required to reimburse tuition.

Student Printed Name Date

Parent Printed Name Date

Student Signature Date

Parent Signature Date