

# Clyde High School Dual Credit/Dual Enrollment Program

Clyde High School is offering students the opportunity to earn college credit in addition to high school credit. The dual credit program aligns Clyde High School course offerings with courses offered at Cisco College, UTPB, or TSTC thus allowing the student an opportunity to earn college credit while attending classes at Clyde High School. Clyde CISD feels compelled to let students and parents know about the benefits as well as cautions of this program.

- ❖ The high school course will be listed on the high school transcript as a dual credit course.
- ❖ The college credits will be posted on the student's transcript at the providing college.
- ❖ Students must meet state and school requirements before they will be allowed to enroll in dual credit courses.
- ❖ Clyde Dual Credit Classes will have a syllabus and attendance policy unique to the dual credit classes.

## Advantages

- Students may take college classes during the day, while attending high school.
- Students do not have to drive long distances at night to take classes.
- Students in athletics and other extra-curricular activities earn college credit and still have time for events, practices and games.
- Students may save hundreds of dollars in student fees, housing, and transportation costs normally incurred while attending college.
- Course credits are transferable to *most* colleges.

## Cautions

- College courses are **more difficult** than the high school courses most students are accustomed to taking; **therefore, students must be self-motivated and exercise self-discipline when attempting the more challenging curriculum.**
- If a student chooses to drop a course, he/she may still be charged tuition depending on the drop and payment dates set by the college
- The grades earned in the course will be entered on the student's high school transcript as well as on the college transcript. These grades **will** be used in the high school GPA calculation.
- Students need to check the degree plan of their intended major in order to make sure that their dual credit course(s) will transfer and count.
- The college teachers do not post progress or six weeks grades on Parent Portal. **They do not send failure notes or call parents.** (FERPA)

## Texas Success Initiative Assessment (TSIA)

High school juniors and seniors may be eligible to earn college credit while they are still in high school by enrolling in dual credit courses. Students wishing to enroll in dual credit courses are required by law to be assessed for basic reading, writing, and mathematics skills before they can enroll in college coursework. The TSI test is designed for placement purposes. Students may take college-level courses related to the area(s) of the test they pass. Students must meet the dual credit requirements on the TSI placement test or be **EXEMPT** from taking the TSIA based on their EOC, ACT (PLAN) or SAT (PSAT) scores.

### Eligibility Requirements to Enroll in Academic Course for Dual Credit (Student must meet applicable eligibility requirements for at least ONE of the listed assessments)

To Qualify for Math Courses	To Qualify for English courses (Bio., Gov't, Econ, Psy., Soc., Span., Welding, Crim. Justice, A&P)
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Assessment	Math/Algebra	Combined Composite	ELA/Reading Skills	Objective Write/Sentence	Essay	Combined Composite
<b>ACT*</b>	19	23	19			23
<b>SAT*</b>	500	1070	500			1070
<b>STAAR &amp; EOC</b>	Alg. I 4000 Alg II course		Eng. II 4000			
<b>PSAT*</b>	50	107	50			107
<b>TSI</b>	356		355	363	5/4**	

\*Student must meet both subject and composite score standards where both are listed.

\*\*A score of 5 or higher does not require the multiple choice score.

The TSI is given to all Clyde High School juniors, but students can contact the Abilene Cisco Campus Administration desk to schedule a testing time if needed. The TSI requires a pre-assessment activity that must be completed at least 24 hours before the actual test. This requires planning on the part of the student to complete the pre-assessment 24 hours before the actual assessment. **It is the student's responsibility to deliver the TSI results to Clyde High School. Cisco will not send the TSI scores to the high school campus.**

**Cisco Abilene Testing Center Phone-325-794-4458.**

### Cost

- Tuition
- Books
- At this time, students taking courses with TSTC will not incur a cost.

### Financial Aid

Students must complete the Free Application for Federal Students Aid (FAFSA) in order to see if they qualify for financial aid. Cisco College is now extending the opportunity for high school dual credit students to receive the Texas Public Education Grant (TPEG). Students must meet FAFSA eligibility requirements to receive up to \$450 TPEG grant money for tuition. Grant money is available on a first come basis. Please see the separate Financial Aid

Opportunity handout for more information. Also, look to the Dual Credit Area of the Cisco College website. UTPB also has a Spur Scholarship available for students completing course work with UTPB.

<b>Clyde High School Course</b>	<b>Cisco College</b>
English 4	English 1301 & 1302
Scientific Research and Design	Biology for Science Majors 1406 & 1407
Anatomy and Physiology	Biology 2401 & 2402
Economics	Principles of Economics 2301
US Govt.	Govt. 2305
Independent Study in Math	College Algebra 1314 & Statistics 1342
Spanish 3	Spanish 1411 & 1412
Psychology	General Psychology 2301
Sociology	Intro to Sociology 1301
Welding	Welding 1430
Criminal Justice	Intro to Criminal Justice 1322
	<b>UTPB</b>
	<a href="http://www.utpb.edu">www.utpb.edu</a> (dual credit academy for courses)
	<b>TSTC</b>
	<a href="http://de.tstc.edu/">http://de.tstc.edu/</a>

## **CISCO COLLEGE DUAL CREDIT**

### **How to Enroll in Dual Credit Courses at Clyde High for Cisco College:**

1. The student will indicate he/she wants to enroll in one of the dual credit classes when choosing classes in April and obtain a dual credit packets which includes: Dual Credit Request Form, W-9S form, and Bacterial Meningitis Vaccination Exemption Form.
2. The student will complete the online Cisco College Application:

#### **www.cisco.edu**

**A.** Click on “Apply Now”

**B.** Fill out the application

**C.** The intended program of study is “Dual Credit/General Studies”

3. The counselor will check testing requirements in order to assure the student meets TSI requirements for taking a dual credit course, send appropriate documentation and forms to Cisco College, and register students for the requested courses.
4. Cisco College will send the student an email with instructions for setting up their Canvas account.
5. The student needs to check the Cisco College calendar for important dates such as the last day to enroll, drop dates, payment dates, etc.

**Tuition payment will take place during August before the semester begins. Students must pay tuition before the deadline. Students with balances will be dropped after the August deadline and again after the Dec deadline for the spring semester. Students can pay online or in person at the business office on the Abilene Cisco campus.**

If you contact Cisco College at any time, please identify yourself as a dual credit student from Clyde High School.

### **Dropping Courses**

Students wishing to drop a dual credit course at any point during the semester must complete a Dual Credit Drop Request Form with their high school counselor. It is the student’s sole responsibility to ensure that their courses have been dropped. Failure to properly notify the appropriate high school counselor and Office of Dual credit of intention to drop may result in a failing grade in the course. Refunds will be administered according to the schedule below.

#### **Fall and Spring Semester Refunds**

<b>Prior to the first class day</b>	<b>100%</b>
<b>During class days 1-15</b>	<b>70%</b>
<b>During class days 16-20</b>	<b>25%</b>
<b>After 20<sup>th</sup> class day</b>	<b>None</b>

# **UNIVERSITY OF TEXAS PERMIAN BASIN DUAL CREDIT**

## **How to Enroll in Dual Credit Courses at Clyde High for UTPB:**

1. The student will indicate he/she wants to enroll in one of the dual credit classes when choosing classes in April.
2. The student enrolls in UTPB following the procedures outlined on the dual credit academy website: <https://www.utpb.edu/academics/dual-credit/index>
3. The student will inform the high school counselor of the course(s) he/she is taking so that appropriate scheduling can be addressed.

## **Dropping Courses**

The deadline to drop without creating an academic record is usually set during the second week of the semester. The deadline to drop with a "W" is set around the ninth week of the course. Drop forms must be submitted prior to this deadline to be considered. Students may drop a class 17 days after the last date or drop only with permission of their Dean, Department Chair, and Academic Advisor.

## **Procedures for Withdrawing from Courses**

1. Students should speak with the instructor about course performance.
2. The student must meet with the high school college counselor, designee or facilitator. Withdrawing would require the student to make up high school credit in order to advance to the next high school grade or to graduate from high school.
3. If the student wishes to continue the drop, he/she must get permission from the instructor. Because dual credit courses are online, this request needs to be through the course platform or by email to verify the student's identity. The reply email with the instructor's consent will serve as the instructor's signature for the drop form.
4. The counselor/designee/facilitator prints out and completes the dual credit drop form found on the Dual Credit Website at <http://www.utpb.edu/academics/dual-credit>.

## **TEXAS STATE TECHNICAL COLLEGE DUAL CREDIT**

### **How to Enroll in Dual Credit Courses at Clyde High for TSTC:**

1. The student will indicate he/she wants to enroll in one of the dual credit classes when choosing classes in April and obtain a packet to be completed and returned to the counselors.
2. The student enrolls in TSTC by applying on the dual credit website: <http://de.tstc.edu/>
3. The student will inform the high school counselor of the course(s) he/she is taking so that appropriate scheduling can be addressed.

### **Dropping Courses**

A student wishing to drop a course needs to visit with his/her high school counselor and instructor, request a drop form from the counselor, and follow-up with TSTC with regards to drop dates and payment.

## Dual Credit Contact Information

### **Cisco College**

Tiana Brailey, Dual Credit Director

Email: [tbrailey@cisco.edu](mailto:tbrailey@cisco.edu)

Phone: 325-794-4510

Office: Abilene Educational Center, 717 E. Industrial Blvd. Abilene, Texas 79602

### **University of Texas of the Permian Basin**

Heather Cress, Dual Credit Director

Email: [cress\\_h@utpb.edu](mailto:cress_h@utpb.edu)

Phone: 432-552-2106

### **Texas State Technical College**

Rene Ralston, Director of Dual Enrollment

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Phone: 325-235-7412

Office: TSTC, 300 Homer K. Taylor Drive, Sweetwater, TX 79556