TENNESSEE BOARD OF REGENTS COMMUNITY COLLEGE DUAL CREDIT CONDITIONS AND AGREEMENT BETWEEN Dyersburg State Community College AND (BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM) For (insert academic year) Academic Year

High school students within the **(BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM)** who pass the dual credit course(s) listed below may sit for the corresponding end-of-course assessment(s).

High School Course Name	College Course Name	Credit Hours

Students who receive a minimum score, determined by the college, on the respective end-of-course assessment(s) can receive dual credit at (Community College), in accordance with Early Postsecondary Opportunities Policy 2:01:00:05.

Upon dual enrollment admission or conferment of a high school diploma from (BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM), the student will notify the (HIGH SCHOOL) of his/her intent to attend (INSERT COLLEGE NAME). The (HIGH SCHOOL) will verify test scores and submit application for processing. For those students who meet all articulation requirements:

- 1. The student will complete a high school course that aligns with DSCC course and will complete a free local dual credit application.
- 2. The (HIGH SCHOOL) will be responsible for ensuring all student documentation is forwarded to (INSERT COLLEGE NAME) admissions office for credit awarding.
- 3. The (INSERT COLLEGE NAME) faculty will be responsible for creating, administering, and assessing the dual credit end-of-course assessment. DSCC, upon receipt of written confirmation that applications are ready for processing, will confirm the High School's proposed testing date and assign a proctor. The end of course assessment(s) may be held at the (High School).

- 4. Dual credit students shall be provided with one attempt at the end-of-course assessment in a given College semester term. If the student is absent on the day that the end-of-course assessment is administered, he or she will be allowed to "make up" the attempt during a subsequent testing session.
- 5. Dual credit students will provide a school or government issued form of identification at the time of the assessment.
- 6. Within two years of high school graduation, the student should enroll as a degree-seeking student at DSCC. Students eligible for DSCC credit must pay a \$25 transcription fee prior to census date to have the credit posted to the DSCC transcript.

Course credit will be awarded upon being officially admitted and completing at least one course at (INSERT COLLEGE NAME). The college course, credit hours and a grade of "Pass" will be shown on the (INSERT COLLEGE NAME) transcript. Transfer of this dual credit to other institutions is at the discretion of the receiving institution.

Both the (BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM) and the (INSERT COLLEGE NAME) shall comply with all applicable State and Federal laws and regulations including, without limitation, the Family Educational Rights and Privacy Act (FERPA) and College policies and guidelines in the performance of this agreement.

This Agreement shall be effective for the period commencing on [START DATE] and ending on [END DATE].

This agreement may be terminated by either party by giving written notice to the other at least 30 days before the effective date of termination.

IN WITNESS WHEREOF:

[BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM LEGAL ENTITY NAME]:

[INSERT NAME AND TITLE]	Date	
[INSTITUTION NAME]:		
	Data	
[INSERT NAME AND TITLE]	Date	
Tennessee Board of Regents:		
Vier Oheneellen fen Areslande Affrice	Data	
Vice Chancellor for Academic Affairs	Date	

Excerpt from the DSCC Catalog & Student Handbook:

Dual Credit (Credit by Assessment)

Through articulation, Dual Credit or Credit by Assessment is an opportunity available to recent high school graduates (within two years of graduation) to receive credit and/or advanced placement at DSCC for specific courses completed in high school.

The Dual Credit process begins while the student is enrolled in high school and culminates after the student graduates from high school and enrolls at DSCC.

To apply for Dual Credit, a high school student must adhere to the following procedures:

- 1. Complete a high school course which aligns with a DSCC course.
- 2. Pass the challenge exam for the DSCC articulated course.
- 3. With the assistance of the high school guidance counselor or instructor, complete an Application for Dual Credit and send it to the Dean of Business, Technology and Allied Health or Dean of Arts and Sciences.

Following high school graduation:

- 1. Within two years of high school graduation, enroll as a degree-seeking student at DSCC.
- 2. After the census date, dual credit for the articulated course will be posted to the DSCC transcript.

Note: Articulated credit applications will be held for two years after the student has graduated from high school.