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**LINCOLN PUBLIC SCHOOLS
Dual Enrollment Program Policy**

I. Policy Statement

District employees, parents and other stakeholders in public education all have the obligation and duty to ensure that our students will be adequately prepared to compete and excel in secondary and higher education settings requiring college and career ready knowledge emphasizing content mastery as well as its application. The Rhode Island General Assembly has mandated the establishment of a statewide dual enrollment policy that allows students to enroll in public postsecondary education courses both in the student’s high school and at the postsecondary institution to satisfy academic coursework requirements in high school and earn credits at a public postsecondary institution. This policy is intended to expand student access to postsecondary coursework and is not intended to preempt existing agreements or to prevent future agreements between school districts and Rhode Island’s public postsecondary institutions.

II. Legal Authority

The Rhode Island General Assembly empowers and requires the Board of Education to prescribe by regulation a statewide dual enrollment policy that shall allow students to enroll in courses at postsecondary institutions to satisfy academic credit requirements in both high school and the aforementioned postsecondary institutions.

The BOE regulations address the postsecondary institution’s graduation requirements, if any; the institution’s ability to award degrees/certificates in Rhode Island; the minimum course grade to receive credit at the student’s secondary school; and any other criteria that the Board deems appropriate.

The Rhode Island General Assembly mandates that school committees, including this School Committee to develop educational policies corresponding to these regulations¹.

The Rhode Island General Assembly requires superintendents of schools to implement policies established by school committees and to comply with provisions of federal and state law.

III. District’s Adoption of a Dual Enrollment Policy

¹ The LEA must adopt a local Dual Enrollment Policy as authorized under Rhode Island General Laws 16-100-3(a) and 16-100-4.

The Lincoln School Committee hereby adopts this Dual Enrollment Policy in accordance with Rhode Island State Law and BOE regulation.

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IV. District Policy

To the extent required by State law and BOE regulation, the Superintendent is directed to:

- Support existing programs of its choice that provide the best opportunity for the maximum number of students to fulfill the aims of the policy (e.g. CCRI Operation Running Start, Rhode Island College Early Enrollment Program, Advanced Placement courses).
- Ensure that students earn both high school and post-secondary credit and these credits are recorded on the student transcript, provided students meet all requirements, including but not limited to those concerning grading, attendance, and conduct.
- Ensure that appropriate dual enrollment courses count toward a student’s high school coursework graduation requirements (if the student complies with the postsecondary institution’s course policies and successfully completes the course).
- Ensure that students meet their high school’s requirements, including, but not limited to those concerning attendance and conduct.
- Ensure that concurrent enrollment courses will count toward the student’s high school coursework graduation requirements if the student, according to their secondary school’s grading, behavioral, and attendance policies, successfully completes the course.
- Ensure that the District’s assigned staff will work with the assigned staff at the postsecondary institution to oversee the enrollment of students in dual and concurrent enrollment courses.
- To the extent required by applicable Federal and State law and regulation, appropriately provide for students with disabilities.
- To the extent required by applicable Federal and State law and regulation, appropriately provide for transportation and technology and other costs for students at post-secondary school sites².

²BOE regulation provides: ~~Districts shall support, if financially possible, the cost of providing dual and concurrent enrollment programming. Given the postsecondary benefit, students and families may be asked to contribute all or a portion of the cost of providing dual and concurrent enrollment programming. No low-income student shall be denied access to concurrent or dual enrollment coursework on their inability to pay course-related fees.~~

~~As of May 28, 2015, RIDE advises as follows relative to District payment of costs:~~

~~It is anticipated that the 2015 **Prepare RI Dual Enrollment Fund** will provide funding to enable qualified students to participate in dual and concurrent enrollment programming offered by Rhode Island public postsecondary institutions, at no cost to their families. The Office of the Postsecondary Commissioner will reimburse URI, RIC and CCRI for the per-credit tuition, application and testing fees for students participating in dual and concurrent~~

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- Make available to students and parents applicable articulation agreements between the District and higher education institutions.
- Encourage participation of underserved populations in this program.
- To the extent appropriate, develop and implement specific programs to prepare and train their teaching staff to teach concurrent and advanced placement courses.
- Ensure that students, staff, volunteers, and parents/legal guardians are provided appropriate information regarding this.
- In accordance with state law, report to the department of elementary and secondary education on an annual basis regarding the number of students, the number of credits enrolled in at postsecondary institutions, the name of the institution, and the dollar amount the school district is allocated for this program³.
- Establish a District wide protocol facilitating the terms of this policy.

V. District Protocol

The Superintendent of Schools is directed to forthwith develop a protocol for implementation of this policy consistent with Federal and State Law and Regulation and submit the same to the Committee for approval.

VI. Evaluation and Review

This policy shall be reviewed and updated on a regular basis, and shall be automatically amended to conform to amendments and changes in applicable state and federal laws, rules, regulations, and the Program of Studies.

First Reading: June 30, 2015
 Second Reading: July 15, 2015
 Policy Adopted: July 15, 2015
 Revised Policy First Reading: March 13, 2023
 Revised Policy Second Reading:

~~enrollment programming. This means schools and districts do not pay the cost of tuition, application or entrance testing fees.~~

Books: Since students take dual and concurrent enrollment as part of their high school requirements, the cost of books and associated course materials is the responsibility of the school or district.

Transportation: Students and their families are responsible for transporting the student to the course on the postsecondary institution's campus. The school or district may choose to support transportation of their students

³ R.I. Gen. Laws § 16-100-5.

Revised Policy Adopted:

TOWN OF LINCOLN SCHOOL COMMITTEE, Lincoln, Rhode Island

Lincoln Public Schools
DUAL ENROLLMENT PROTOCOL

I. Definitions (as provided by the Rhode Island Department of Education (RIDE))

Concurrent Enrollment – is a type of dual enrollment when a student takes a college level course receiving both high school and college credit on his/her high school campus. This course is taught at Lincoln High School by a teacher who has been approved by the respective college or university.

Dual Enrollment – is when a high school student enrolls as a non-matriculating student in a college course receiving both high school and college credit on the campus of a college or university while remaining enrolled in his/her high school. These courses are taught by college instructors on a college campus.

II. Concurrent Enrollment

Lincoln High School has several agreements which allow its students to earn college credit for high school coursework. This information is published annually in the *Program of Studies*. They are as follows

Rhode Island College – Early Enrollment Program

A joint venture of Rhode Island College and Lincoln High School, the Early Enrollment Program enables seniors to earn simultaneously college credit and high school credit for a course taken as part of their regular senior year program. The course is taught by a Lincoln High School faculty member following curriculum prescribed by Rhode Island College.

Upon successful completion of the course, the credits earned will be kept on file in the Rhode Island College records office to be applied toward a degree at Rhode Island College or possibly transferred to some other college.

University of Rhode Island – Concurrent Enrollment Program

A joint venture of University of Rhode Island and Lincoln High School, the Concurrent Enrollment Program enables seniors to earn simultaneously college credit and high school credit for a course taken as part of their regular senior year program. The course is taught by a Lincoln High School faculty member following curriculum prescribed by University of Rhode Island.

Upon successful completion of the course, the credits earned will be kept on file in the University of Rhode Island records office to be applied toward a degree at University of Rhode Island or possibly transferred to some other college.

Payment must be made by the student to University of Rhode Island to receive credit.

New England Institute of Technology Articulation Agreements

Students can receive college credits from the New England Institute of Technology (NEIT) provided they complete and pass these classes, graduate from high school, and enroll at NEIT and major in a related program of study. Students must begin classes at NEIT within one year of graduating from Lincoln High School and complete one quarter at NEIT. Students must maintain a B or better in all technical courses taken at LHS.

Courses are identified in the Program of Studies as concurrent enrollment with the specific institution for each course. (This will cover us so that we do not need to update this protocol every year when titles change, agreements change, etc.)

III. Dual Enrollment

A. Running Start at the Community College of Rhode Island

Running Start is a program offered at the Community College of Rhode Island for high school students who have demonstrated academic achievement and maturity needed to enroll in college courses during his/her senior year. Seniors who wish to study at CCRI on a full-time basis during the day may be eligible to earn college credit and credit for high school graduation simultaneously.

Criteria for Running Start admission:

- A cumulative 3.0 (B) high school grade point average
- Permission of parent or guardian.
- Recommendation signature from a guidance counselor or principal with a list of courses that would include requirements for graduation from high school and other recommended college courses.
- The student agrees to enroll in and maintain a minimum of 15 credit hours per Fall and Spring Semesters. LHS Program of Studies states 15 credits
- The student must meet the exhibition requirement for graduation.

IV. Part-time Dual Enrollment

A. All Course Network

- Enroll in up to two credit-bearing courses per fall and spring semesters; yearlong courses count as one fall and one spring.
- Credit bearing courses are for grades 9-12 and include Advanced Placement (AP), career credential, dual enrollment, and work-based learning.
- Every course has a one-week add/drop period designed to fill any remaining seats and allow students to drop courses without negatively impacting their high school transcripts.
- **Information available on [RIDE website](#)**

To qualify for part time dual enrollment at the post-secondary institution a student must:

- maintain a full course load at Lincoln High School
- complete all graduation requirements including Civic Responsibility and Exhibition
- have the approvals of his/her parent/guardian, his/her school counselor, guidance department chairperson and principal

Attendance, conduct history, and post-secondary institution requirements will be considered when determining eligibility for part-time dual enrollment.

Transcripts and grade reporting

Lincoln High School will accept the grade given by the instructor at the post-secondary institution. Lincoln High School will award college preparatory weight to the post-secondary courses when determining weighted GPA. Courses taken at the post-secondary level will appear on the student's high school and college transcripts

Students must provide transcripts to the guidance office within five (5) days of receiving grades from the post-secondary institution each semester. Failing or not completing a dual enrollment course required by Lincoln High School course credit requirements will put the student in danger of not meeting graduation requirements.

It is the responsibility of the student to keep up with course deadlines. It is vital that students pay attention to withdrawal and add/drop deadlines from the institution that is offering the course. A student's grade will appear on an official college transcript as well as the high school transcript. If the student drops the course after the deadlines or receives a failing grade, financial aid and/or GPA during college in the future may be impacted.

V. Recruiting of Students

Guidance counselors will, from time to time, review a student's goals and discuss dual enrollment options to those who express an interest. Annually, Lincoln High School will communicate with families about dual enrollment opportunities for students in the Program of Studies.

Adopted: