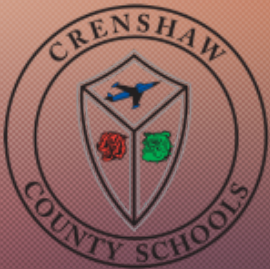


# CRENSHAW COUNTY SCHOOLS DUAL ENROLLMENT GUIDE



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## What is Dual Enrollment?

Dual enrollment is an opportunity for high school students who qualify to take college courses while earning their high school diplomas. Students are enrolled in both their high schools and a nearby community college or other postsecondary institution, where they can take college courses that earn both college and high school credits.

Dual enrollment can be academic classes such as English 101, Calculus, US History, or Speech. Dual enrollment can also be trade industry classes such as welding, industrial electronics, cosmetology, and building science.

Crenshaw County Schools is in partnership with Lurleen B. Wallace Jr. College to offer students the opportunity to take dual enrollment courses in either pathway. Many of these courses are offered at no cost to the student through a grant.

## How Do I Know If I'm Eligible to Participate?

To be eligible to participate in dual enrollment courses, you must meet the following criteria:

- Be a high school sophomore, junior, or senior
- Be in good academic standing
- Earn a qualifying score on the Accuplacer OR benchmark on the ACT subtest (if required)
- Have no attendance issues
- Be in good standing as it relates to Taylor's Law and driving eligibility
- Permission from school principal/guidance counselor

- Have the social maturity and academic readiness for college-level coursework



## Dual Enrollment Responsibilities

Dual enrollment is a big responsibility for you as a student. **Student responsibilities** include:

- ☐ Discuss your educational goals with your parents
- ☐ Discuss dual enrollment with your guidance counselor to determine if you meet the requirements.
- ☐ Review the Dual Enrollment Student Handbook located at <https://www.lbwcc.edu/Content/Uploads/LBWCCredesign/files/LBWCC%20Dual%20Enrollment%20Handbook.pdf>
- ☐ Complete the Interest and Eligibility Form located at [https://lbwcc.formstack.com/forms/dual\\_enrollment\\_eligibility](https://lbwcc.formstack.com/forms/dual_enrollment_eligibility)
- ☐ Complete the College Application located at <https://www.lbwcc.edu/future-students/apply-now>
- ☐ Understand that it is not the responsibility of the guidance counselor to register you, withdraw you, or communicate with the college on your behalf.
- ☐ Take the Accuplacer Placement test or provide ACT English and Math scores that exempt you from placement (an Accuplacer test date will be provided for testing at the local schools)
  - Accuplacer can only be taken **TWICE** in an **ACADEMIC** year. Failure to take the placement test or provide qualifying ACT scores will result in ineligibility to participate in requested courses.

### **After acceptance, your responsibilities include:**

- ☐ Check your student email DAILY
- ☐ Practice mature communication skills by asking appropriate questions and communicating in full, concise, and clear sentences.
- ☐ Include your name, student number, and the course taken in all communication with college personnel.

- ☐ Handle your own issues, concerns, and questions. College courses are traditionally offered to adults. Therefore, as a dual enrollment student, you will be treated as an adult. Do not ask a parent to call on your behalf as the college adheres to FERPA privacy guidelines.
- ☐ Review the course syllabus for each class and understand grading, attendance, participation, and late assignment policies.
- ☐ NEVER plagiarize or use AI technology on assignments. Your professors will know!
- ☐ Follow all rules when taking online tests. AI will tell on you if you do not!

**Parent/Guardian responsibilities** include:

- ☐ Attend a Dual Enrollment Parent Information Session (sessions will be offered at each school)
- ☐ Review the Dual Enrollment Handbook linked above
- ☐ Understand the dual enrollment policies and procedures
- ☐ Complete and submit the 'Permission to Drive Off Campus Form' if your child intends to drive himself/herself to one of LBWCC's campuses Link to form:  
[https://docs.google.com/document/d/1uhflgn3HGW7a4E2gTyMXpw8Zn0TsMX2\\_wjkF\\_Q8G-5w/edit](https://docs.google.com/document/d/1uhflgn3HGW7a4E2gTyMXpw8Zn0TsMX2_wjkF_Q8G-5w/edit)
- ☐ Understand that it is not the responsibility of the guidance counselor to register a student, withdraw a student, or communicate with the college on behalf of the student
- ☐ Understand the impact that dual enrollment participation has on high school ranking and graduation requirements
- ☐ Understand the time commitment that your child must make to successfully complete a dual enrollment course.
- ☐ Encourage healthy sleep patterns, time management, and communication.
- ☐ Provide a supportive environment with clear expectations that the student operates in a mature and ethical manner.
- ☐ Understand that the college adheres to FERPA privacy guidelines. Therefore, your child (the student) must handle their own issues and communicate with instructors.
- ☐ Pay tuition if applicable.

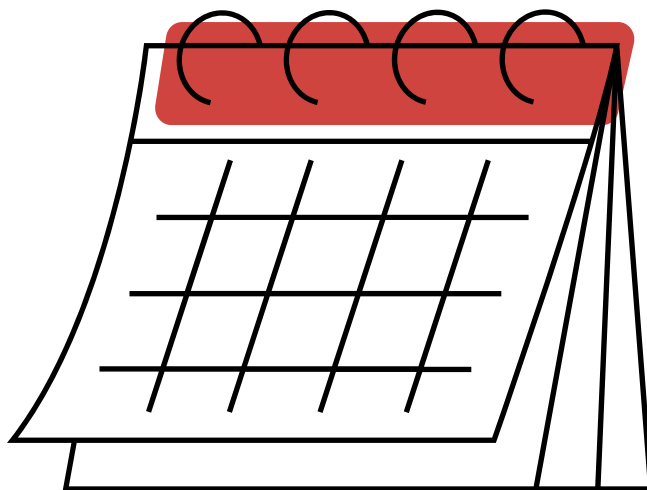
**School Guidance Counselor** responsibilities include:

- ☐ Maintain up-to-date knowledge of the rules and regulations relating to dual enrollment participation.
- ☐ Communicate the benefits and risks of dual enrollment to students and parents.
- ☐ Schedule college visits to inform students and parents of dual enrollment opportunities (It is not the responsibility of the guidance counselor to register a student, withdraw a student, or communicate with the college on behalf of the student).
- ☐ Review student requests and apply knowledge to approve, deny, or modify the request, keeping the student's best interest in mind.
- ☐ Upload documents to Dropbox.
- ☐ Collect mid-term and final grades from the college
- ☐ Communicate with students and parents about the process of applying grades and classes to the high school transcript.

**College** responsibilities include:

- ☐ Hold student/parent information sessions

- ☐ Provide information regarding the dual enrollment process and procedures
- ☐ Maintain an updated Dual Enrollment Student Handbook
- ☐ Offer a reasonable number of Accuplacer sessions within the community
- ☐ Provide high-quality, college-level academic and career technical courses
- ☐ Communicate with students to resolve issues, questions, academic advisement, and support that is afforded to all LBWCC students.



## Timeline

For enrollment in the Spring term:

- **October-** Dual Enrollment Liaison Parent Night (Parents and students interested in dual enrollment are required to attend. The application process and important policies and procedures will be reviewed. Applications will be completed during this informative session.)
- **Week of November 6-** The Accuplacer Placement Test will be offered at the local schools
- **November 13- This is the last day to enroll in courses for the spring term. All applications, forms, and assessments must be completed by this date.**

For enrollment in the Fall term:

- **February-** Dual Enrollment Liaison Parent Night ((Parents and students interested in dual enrollment are required to attend. The application process and important policies and procedures will be reviewed. Applications will be completed during this informative session.)
- **Week of March 11-** The Accuplacer Placement Test will be offered at the local schools
- **March 18- This is the last day to enroll in courses for the spring term. All applications, forms, and assessments must be completed by this date.**

# Suggested Grade-Level Courses

The following courses are suggested for each grade level equivalency:

## 10th grade

### Fall Term

HIS201 US History I

### **Choose (1) course below:**

SPH106 Fundamentals of Oral Communication

ART100 Art Appreciation

MUS101 Music Appreciation

### Spring Term

HIS202 US History II

### **Choose (1) course below:**

SPH106 Fundamentals of Oral Communication

ART100 Art Appreciation

MUS101 Music Appreciation

## 11th grade

### Fall Term

ENG101 English Composition I

### **Choose (1) course below:**

PSY200 General Psychology

SOC200 General Sociology

BIO101 Introduction to Biology I

BIO 102 Introduction to Biology II

BIO103 Principles of Biology

PSH Physical Science I

### Spring Term

ENG102    English Composition II

**Choose (1) course below:**

PSY200 General Psychology

SOC200 General Sociology

BIO101 Introduction to Biology I

BIO 102 Introduction to Biology II

BIO103 Principles of Biology


PSH Physical Science I

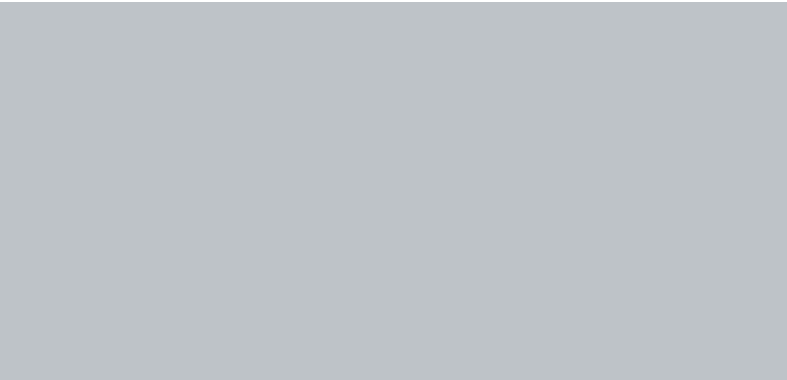
**Career Technical Courses:**

Automotive Mechanics	Opp Campus
Building Construction	Luverne Campus
Child Development	Andalusia/Online
Computer Science	Opp/Online
Cosmetology	Opp
Diesel & Heavy Equipment Mechanics	Opp
Industrial Electronics	Opp/Greenville
Medical Office Administration	Opp/Online
Welding	Luverne/Opp

**\*\*Transportation to the Luverne Campus is provided by Crenshaw County Schools. Transportation to the Opp, Greenville, and Andalusia campuses is not provided by Crenshaw County Schools and is the responsibility of the student/parent/guardian.**

**Links**

Description	Link
Lurleen B. Wallace Community College Dual Enrollment	<div><div><b>Dual Enrollment   Lurleen B. Wallace Community...</b> Dual Enrollment for Dual Credit... lbwcc.edu</div></div>

	
ALSDE Course Crosswalk	<a href="https://www.alabamaachieves.org/wp-content/uploads/2021/09/2021-2022-Dual-Enrollment-Equivalency-List.pdf">https://www.alabamaachieves.org/wp-content/uploads/2021/09/2021-2022-Dual-Enrollment-Equivalency-List.pdf</a>