

<b>FLORIDA</b>	<b>OFFICIAL</b>
<b>POLYTECHNIC</b>	<b>UNIVERSITY</b>
<b>UNIVERSITY</b>	<b>ACADEMIC POLICY</b>

<b>Subject/Title:</b> Dual Enrollment
<b>FPU Policy Number:</b> FPU-2.0021AP
<input checked="" type="checkbox"/> <b>New Policy</b> <input type="checkbox"/> <b>Major Revision of Policy</b> <input type="checkbox"/> <b>Minor Technical Revision of Policy</b>
<b>Date First Adopted:</b> August 18, 2014
<b>Date Revised:</b>
<b>Responsible Division/Department:</b> Admissions
<b>Initiating Authority:</b>

**A. APPLICABILITY/ACCOUNTABILITY:**

**B. POLICY STATEMENT:**

Dual enrollment in Florida Polytechnic University classes is open to academically qualified students who are currently enrolled in public/private high schools and who are recommended by their guidance counselor or principal and meet the requirements set out in Board of Governor Regulation 6.006, The Florida Statewide Articulation Manual, and Florida Statute Section 1007.27. This program is also available to home-schooled students.

The University has articulation agreements with several school districts to allow public high school students to enroll in classes at Florida Polytechnic University. Students must be enrolled in postsecondary instruction that is creditable toward the high school diploma to be classified as a dual enrollment student.

Students who meet the eligibility requirements are exempt from the payment of registration, tuition and material & supplies fees. For public health students, the instructional materials for dual enrollment courses is available free of charge to the students. Private school and home education students may be provided with instructional materials, but it is not required by state.

**C. PROCEDURES:**

Students who wish to be accepted as dual enrollment students at Florida Polytechnic University must comply with all of the following requirements:

1. Be at least 14 years old at the start of the term, unless enrolled in a special summer program initiated by Florida Polytechnic University or a special course section involving only dual enrollment students.  
Have proof of a minimum score of 500 on SAT Critical Reading Test and 500 on SAT Quantitative for a total minimum combined score of 1000; or minimum scores of 21 on EACT English, 18 on EACT Reading and 21 on EACT Mathematics for a minimum composite score of 21; and a TOEFL score of 550 if paper-based or 48 if internet-based, if applicable.

Each testing agency must submit the test scores electronically directly to Florida Polytechnic University<sup>[MC1]</sup>'s Admissions Office.

3. Have achieved a grade point average of 3.5 or higher on a 4.0 scale (as calculated by Florida Polytechnic University), and satisfied any course prerequisites.

<sup>[BL2]</sup>

4. Send proof that the course prerequisite(s) were satisfied to the appropriate academic department (e.g., Mathematics, Biology, Chemistry, etc.)

5. Provide documentation to the Admissions Office (must be received by the Admissions Office by the deadline for the semester in which the student wishes to enroll) for approval. Deadlines are: Fall - August 1st; Spring - December 1st; Summer - May 1st.

6. Have completed the online admissions application at least four weeks prior to the start of the semester in which the student wishes to enroll.

7. Submit a list of approved courses. For public high school students, the list should be on the appropriate authorization form (i.e., Form B). For private school students, this list should be on school letterhead and signed by the school counselor or principal. For home schooled students, this list should be supplied by the instructor of record/education supervisor. Forms or letters that don't specify approved courses will be denied.

- The courses must be in the Statewide Course Numbering System (SCNS) and listed in the SCNS high school subject area equivalency list for dual enrollment courses. To view the list, click: <http://www.fldoe.org/articulation/pdf/DEList.pdf>.
- The approved courses are subject to university and college degree requirements; the university will determine how transfer credit satisfies specific degree requirements.

General Education requirements may be satisfied by equivalent courses as identified by SCNS. If the prefix (first three letters) and the last three digits of the course number are the same, the courses are considered equivalent. However, whether a course fulfills a Gordon Rule Writing or Math Requirement is determined by specific criteria, not course number equivalency. College credit from private or out-of-state institutions earned through a dual-enrollment program may transfer, but must be evaluated by the University to determine if courses completed will fulfill specific requirements.

ACADEMIC POLICY APPROVAL

Academic Policy No.: FPU-2.0021AP

\_\_\_\_\_  
Initiating Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Policies Committee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President of Academic Affairs

\_\_\_\_\_  
Date

\_\_\_\_\_  
President/Designee

\_\_\_\_\_  
Date

Approved by FPU BOT, if required

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Date

**EXECUTED SIGNATURE PAGES ARE AVAILABLE IN THE  
OFFICE OF THE GENERAL COUNSEL**