

## \_\_\_\_\_ County Board of Education

**Scope.** To establish procedures for the awarding of dual credits at the secondary level, as authorized by West Virginia Board of Education (WVBE) Policy 2510: Assuring the Quality of Education: Regulations for Education Programs.

Appendix A: County boards of education shall adopt a policy that allows students to earn credit for completion of college courses and other advanced courses outside the school setting. Dual credit policies and revisions must be reviewed by the West Virginia Department of Education (WVDE) and approved by the WVBE by June 1 annually. If dual credit courses are used to meet graduation requirements, the alignment documentation must be reviewed by the WVDE. Counties must annually update dual credit course offerings and any new alignment documentation with the WVDE Middle and Secondary Learning Services.

Dual credit courses may be delivered at the high school, on a college campus, another site not located at the high school or college campus, in a virtual environment, or through a combination of these delivery methods.

**Authority.** West Virginia Board of Education Policy 2510: Assuring the Quality of Education: Regulations for Education Programs.

**Effective Date.** \_\_\_\_\_

### Definitions

Dual Credit Course – A course that provides students both high school and college credit. Such a course must meet both the content standards for secondary course offering and the college course requirements.

### Student Eligibility and Responsibilities

Students who meet requirements for enrollment in the course administered by the institution of higher education can enroll in dual credit courses.

A college course must be a \_\_\_\_\_ County Board of Education approved dual credit course for the student to be issued a grade on his/her high school transcript.

If a student takes a \_\_\_\_\_ County Board of Education approved college course for dual credit, the grade issued by the institution of higher education for the college course will be the grade issued on the high school and college transcripts.

The high school dual credit course must be \_\_\_\_\_ County Board of Education approved for dual credit and the student must pay tuition to the college or university in order for the student to be issued a grade on the college or university transcript.

All tuition, fees, and textbook costs are the responsibility of the student when the student

takes the course on a college campus. Textbook costs may be deferred if the course is taken at the high school campus.

A student may not receive dual credit for a course in which high school credit has already been transcribed.

A \_\_\_\_\_ County Board of Education approved dual credit college course shall only be utilized one time toward high school credit.

Failure to earn credit in a dual credit course necessary to earn equivalent high school credit required for graduation will result in the student not meeting the high school credit requirements for graduation.

### **Approved Courses**

The following college and high school courses have been aligned to be offered as dual credit courses and approved by \_\_\_\_\_ County Board of Education.