



IDA HIGH SCHOOL

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GUIDELINES FOR STUDENTS PARTICIPATING IN DUAL ENROLLMENT DURING 2023 - 2024

The dual enrollment option is an opportunity for Ida High School students to earn both high school and college credit while still a high school student. Traditionally, Ida students have done very well when participating in dual enrollment classes and we hope to continue the tradition with this year's dual enrollment students. Please read the following information carefully. It will help clarify how dual enrollment will be handled.

Along with dual enrollment's great opportunity comes a great deal of responsibility. A dual enrollment student is considered a college student by Monroe County Community College (MCCC) and is treated as such. The student is seen as mature enough to make good judgments regarding course selection, course attendance and behavior. He/she is expected to follow the college schedule and report when class is scheduled, regardless of his/her high school schedule, weather days, etc. MCCC's calendar and Ida's calendar are not always in sync regarding breaks, exams, etc. It is the student's responsibility to follow each schedule accurately. Ida High School does not receive notification of attendance, missing work, etc. We only receive a listing of final grades each semester. **If a student fails a class or withdraws from a class after the deadline, he/she will be charged the full cost of the course paid by Ida High School and will not be allowed to take another dual enrollment class.**

FINANCIAL GUIDELINES FOR DUAL ENROLLED STUDENTS

1. Ida Public Schools will pay dual enrollment costs up to the post-secondary dual enrollment weighted average allowance. The District divides the State Aid received for each student by 14 to determine the amount for each class (each class is 1/14th of the students' schedule for the school year).
2. Ida Public Schools will pay the Monroe County Community College directly for tuition and fee costs each semester up to the maximum reimbursable amount. The community college typically bills Ida Public Schools within one month of the beginning of the semester.
3. Ida Public Schools will reimburse parents for textbook costs, if there is funding available after calculating the maximum amount available from State Aid and subtracting tuition and fee costs for the class.
 - Parents/students should submit a textbook reimbursement form along with the original receipt for the textbook(s) to the high school counseling office at the end of the semester.
 - After the District pays the tuition and fee bill from Monroe County Community College, the business office will process textbook reimbursement claims (up to the maximum foundation allowance per class).

- If the student would like to keep the textbook, the District will not reimburse the student/parent for the cost of the textbook.
- Students may want to consider renting their textbook. Just Google Search the ISBN number of the book and rental opportunities will appear. Ida will reimburse families for the rental cost of the book. Please follow the reimbursement guidelines above.
- Prior to purchasing a textbook, students should check with the library to see if a textbook is available to be borrowed for the semester.

All dual enrollment classes **must** appear on a student's transcript and, unless taken for college credit only, are factored into the student's grade point average. The only time this does not occur is if the class is dropped, with counselor/principal permission, within the first few class meetings.

Students are not allowed to leave high school classes early to get to college. They have been instructed to include driving time when selecting courses. For example, Ida's 5th hour ends at 1:17 p.m.; therefore, students should never schedule a 1:30 p.m. class at MCCC.

Ida High School rules pertaining to cell phones, iPods, hats, behavior, etc. are in effect for students who arrive after 8:00 a.m. or leave before 3:10 p.m. While a student may not have any high school classes until 9:59 a.m. or after 12:22 p.m., anytime he/she is in the building between 8:00 a.m. and 3:10 p.m., school rules apply.

Students are required to leave Ida High School when their schedules indicate their classes at Ida are completed for the day. Many college classes do not meet every day, so students may find themselves with "open" time two or three days a week. They may not just "hang out" in the halls of Ida. Students wandering the halls during class time are a distraction and, often times, a disruption. If a student wishes to remain at school on days he/she does not have a class, he/she must have a teacher sponsor who will allow that student to be in the teacher's room. This arrangement must be written and on file with the high school office. Attendance will be taken throughout the semester.

Athletes, drama students, and others who have practice immediately after school are not to be in the high school until after 3:10 p.m., unless, as stated in the previous paragraph, the student has made arrangements to have a teacher sponsor. Students who return to the building prior to 3:10 p.m. will receive a failure on their weekly eligibility, with repeat offenders being removed from the dual enrollment option. Students in the building during the school day must be in an assigned class.

All dual enrollment students are required to submit a signed class progress report to the high school office every two weeks. These reports (located on the office counter) will serve as an attendance record for all dual enrollment students and as athletic eligibility for our student athletes. **No report submitted equates a failure on eligibility and an unexcused absence for our attendance records.** Too many missing reports will result in removal of the dual enrollment option for the following semester.

We hope the dual enrollment process will be a great experience for our students. The individual student, by his/her handling of the dual enrollment situation, determines success or failure. If there are any questions about dual enrollment, please contact the high school office or your counselor.

Charles Fuller, Principal