

INTERINSTITUTIONAL ARTICULATION AGREEMENT

By and Between

NORTH FLORIDA TECHNICAL COLLEGE

And

THE SCHOOL BOARD OF BRADFORD COUNTY

THIS AGREEMENT is entered into by and between the School Board of Bradford County, Florida hereafter referred to as the “Board”, and North Florida Technical College, hereafter referred to as “NFTC”; and

WHEREAS, Florida Statutes provides that career dual enrollment is a curricular option of elective credits toward earning a high school diploma and completing a career certificate program through a district’s technical center, and

WHEREAS, the Board wishes to enhance opportunities for high school graduates to identify and set clear career and postsecondary education goals before high school graduation, and

WHEREAS, NFTC, a publicly funded postsecondary institution, can provide a variety of high skill, high wage career training program options, and

WHEREAS, the Board and NFTC accept the challenge of ensuring that every Bradford County high school graduate has a defined pathway to a career and postsecondary education.

NOW, THEREFORE, BE IT RESOLVED that the Board and NFTC agree to the following:

- A. This agreement supersedes all previous Career Dual Enrollment agreements between the District and College.
- B. Career Dual Enrollment is available to all Bradford County high school students meeting the following criteria:
 - 1. Possess and maintain a cumulative, minimum 2.0 unweighted grade point average (GPA). Please note - Individual programs may have their own requirements/policies.
 - 2. Be on-track for high school graduation.
 - 3. Be at least 16 years of age before starting a course.
 - 4. Must be able to complete the course registered in prior to graduation. In the event that graduation occurs prior to the end of a program that a student is enrolled, the student may choose to pay for the course and associated fees.

- C. NFTC will notify students and parents of the career dual enrollment opportunity through career and postsecondary education awareness activities. Interested students will complete a career dual enrollment application and have the opportunity to receive counseling with a NFTC occupational specialist.
- D. Applications for career dual enrollment will be accepted by NFTC prior to the beginning of the Fall and Spring terms. Students are eligible for career dual enrollment in the summer terms. Summer dual enrollment may not exceed 450 hours. All dual enrollments must be approved by guidance.
- E. All students enrolled in career dual enrollment will meet the Basic Skills requirements as specified in 6A-10.040, F.A.C.
- F. All career dual enrolled students will have the opportunity to achieve at least one industry certification as part of the career program.
- G. Only career preparatory courses contained within the state course numbering system, and are part of a sequence of courses in a program offered through NFTC which lead to an industry certification, are part of this agreement.
- H. All career dual enrollment courses under this agreement will be weighted equally as Advance Placement (AP), International Baccalaureate, and the Cambridge Program courses when grade point averages are calculated and will count toward high school graduation. Alternative grade calculation or weighting systems that discriminate against Career Dual Enrollment are prohibited s.1007.271 (21) (f).
- I. Students participating in career dual enrollment are exempt from the payment of registration, tuition, instructional materials, laboratory fees and other fees such as technology fees and parking fees associated with the costs of attendance.
- J. Students participating in career dual enrollment will be responsible to follow NFTC rules for registration, attendance, and behavior as specified in the NFTC general catalog.
- K. NFTC will report student attendance and grades to Bradford High School in compliance with the established District grade reporting procedures and schedule.
- L. Bradford High School will ensure all career dual enrolled students will meet the NFTC requirements for admission. The dual enrollment counselor at BHS is responsible for monitoring academic progress and student attendance. The high school and NFTC will collaborate to monitor and maintain individual student performance in high school and career courses.

- M. NFTC shall be responsive to parent inquiries of their student performance and progress in the career dual enrollment program.
- N. The District will be responsible for the costs of transporting career dual enrolled students to and from NFTC within the established transportation system routes and boundaries.

The Board will:

1. ensure that the Student Progression Plan includes information about NFTC's Career Dual Enrollment program;
2. reimburse NFTC for tuition, books, software, and simulations used in courses by career dual enrollment students;
3. accept all credit/hours earned through the career dual enrollment program;
4. permit students to participate in BHS extracurricular activities and events as their schedule permits, during which time student are subject to all rules, regulations, and procedures of the School Board and FHSAA (Florida High School Activities, Association);
5. respond to requests for IEP and 504 documentation in order to serve Career Dual Enrollment students with disabilities;
6. permit home schooled students to register in name only while participating in Career Dual Enrollment;

NFTC will:

1. ensure that all NFTC PSAV programs meet Council of Occupational Employment guidelines;
2. waive parking, name badge, and laboratory fees.;
3. provide career dual enrollment students a one-time testing fee for the program enrolled;
4. ensure that all NFTC PSAV instructors meet state and federal guidelines for preparing Career and Technical Education students;

5. make available to the BHS dual enrollment counselor information detailing, but not limited to, registration, withdrawal policies and procedures, student code of conduct, Faculty and Staff Handbook and General Catalog;
6. administer the Test of Adult Basic Skills (TABE) at no charge to prospective Career Dual Enrollment students. Students must demonstrate “Ability to Benefit”;

The Career Dual Enrolled student will:

1. follow all rules, guidelines, policies and procedures as outlined in the NFTC General Catalog and at www.NFTC.edu;
2. provide uniforms, if required, or other items required for the course not mentioned in this document and not prohibited by the Florida statutes;
3. return all books at the end of the course or in the event that the student withdraws from the course;

This agreement is to be effective for the 2018-2019 school year, and will continue in effect until cancelled by either party. Cancellation of this agreement by action of either party shall occur with the end of the school year during which such cancellation notice is given, or sooner if mutually agreed upon.