

**FLORIDA STATE COLLEGE AT JACKSONVILLE
DUAL ENROLLMENT STUDENT CONTRACT**

Success in dual enrollment college classes is dependent upon academic readiness, social maturity, and motivation. Students who choose to enter dual enrollment classes are subject to the same rules and regulations as other college students. Classes contain mature, adult students from diverse backgrounds and life experiences. Additionally, course content is college level and may contain material, situations, and examples that may offend immature students. Students choosing to take college classes do so with the understanding that course rigor and content is intended for a mature, college-level student.

The high school student on the college campus experiences the same freedom and lack of direct supervision as any other college student; consequently dual enrollment students are expected to conduct themselves as adults and follow both the High Schools' Code of Student Conduct and the College's Expectations for Student Conduct.

College course-level expectations include, but are not limited to the following:

- Students are expected to follow the guidelines in the course syllabus and retain that syllabus for reference.
- Students are expected to be in class from the first day and should attend class regularly. Students may be assigned a grade of FN (Failure for Non-attendance) by the instructor for unexcused excessive absences.
- Students are expected to have their texts and other course materials the first day of class.
- Two to three hours of homework or study should be completed for each hour spent in class.
- Assignment deadlines are firm.
- Students are expected to monitor their own progress in a course and to communicate regularly with their instructor if they have any questions about their progress or course material.
- Parents or guardians who have questions or concerns about their students' progress are subject to FERPA requirements and should direct their questions to the College Dual Enrollment Office and not to the course instructor.
- Students who take classes on the high school sites will have their final exams and program level assessments returned to the college and held for a period of one calendar year.

Program Level Requirements include, but are not limited to the following:

- Final course grades of W (withdrawal), D, F, or FN, are permanent parts of a student's college transcript and may negatively impact transfer to other colleges and universities, scholarships, and eligibility for Federal Financial Aid.
- More than one grade of W, D, F or FN in a single term will remove student eligibility for dual enrollment in a subsequent term.
- Students whose College GPA drops below 2.0 or whose unweighted HS GPA drops below 3.0 will lose eligibility for dual enrollment in a subsequent term.
- Students who fail to follow appropriate procedures to return instructional materials for classes on the College campus will lose eligibility for dual enrollment in a subsequent term.
- Students who violate the high school Code of Student Conduct or the College's Expectations for Student Conduct (including Academic Dishonesty) are subject to disciplinary action. Depending on the offense, this may include, but is not limited to, assignment or course failure, and suspension or removal from the dual enrollment program. Students are entitled to the College's Appeal Process in such circumstances.
- Students are not permitted to independently perform any registration activity. Any student found in violation will not be allowed to continue in dual enrollment for subsequent terms.

Students and Parents are expected to read the complete information regarding the Dual Enrollment program available in the Dual Enrollment Student Handbook on the College's website.

I have read and understand the above expectations and requirements for participation in the FSCJ Dual Enrollment Program.

Student Signature

Date

Parent/Guardian Signature

Date

FSCJ Dual Enrollment

Date

School Designee

Date