WHAT IS DUAL ENROLLMENT?

Dual Enrollment means you are taking a college class and get college and high school credit for the class. It is a great way to take academic classes that will transfer to college. It's also a great way to take career tech classes that could help you earn certifications and take classes that will count towards a "Certificate Program" or an "Associates Degree". These classes can be taken during the school year and/or summer! PVHS provides transportation for morning classes if enough students sign up!

Questions? Email Ms. Akin at lakin@jefcoed.com

CAREER TECHNICAL

The CAREER TECHNICAL classes below can be taken for FREE since the state of Alabama is providing a scholarship for students to take these classes while in high school. Students must have a 2.5 GPA.

- Manufacturing
  - Welding
  - Industrial Technology
  - Electrical
  - Computer Aided Drafting
  - Automotive Manufacturing

- Biomedical Manufacturing Technology
- Office Administration
- Childhood Development
- Computer Science
- Emergency Medical Services (seniors only)

ACADEMIC

Students with a 2.5 GPA can also take ACADEMIC classes that will transfer to other 2 year or 4 year colleges in Alabama. A class costs around $500.00. Examples of classes that students can take are listed below. Some classes require certain placement scores.

- English 101/English 102...can be counted as 11th grade and/or 12th grade English.
- HY 201/Hy 202...can be counted as 10th and/or 11th grade History.
- Psychology, Sociology, Music Appreciation, Art Appreciation, Speech, Biology, Math, etc
Complete JSCC application online. "Dual Enrollment" https://library.jeffersonstate.edu/HighSchoolPrograms
Hit "Apply online". When you apply, put in your email that you check! This is the email that you will get your communications from JSCC. Also, you must include your parent email!!

Come by the counseling office to get the following paperwork OR download from the counseling website underneath the course selection tab.

- Jefferson County Dual Enrollment Agreement (student and parent sign)
- Jeff State Course Signature Page (student and parent sign)

Return both pieces of paperwork above with a picture of photo ID.

We assume that students using the Career Tech Scholarship will take classes each semester. (Fall and Spring)

Classes will try to be scheduled in the morning during 1st and 2nd periods.
Jefferson County Dual Enrollment/Early College Parent/Student Agreement
Please read carefully and sign and return to counselor.

Student Name: ________________________________

Base School: Pinson Valley High School

School Year: ____________________________

Jefferson County Schools is pleased to offer a variety of dual enrollment and early college opportunities for students. Signing below indicates understanding and agreement of the following:

Admission to Dual Enrollment Programs:
- Permission to enroll in a college/university is determined by the college/university and occurs on a per semester/term basis only.
- Students must not enroll in a dual enrollment program or course without getting prior permission from the high school guidance counselor. Courses taken without prior permission may not be used for dual credit with the high school.
- For students taking courses at Alabama community colleges, they must enroll in the community college that serves the area in which they live and go to high school. Students who wish to take community college courses from institutions outside of their service area need to get permission from their home community college. The institution they wish to attend initiates this request to the home institution.
- Students may not enroll in coursework with any institution that does not have an Articulation Agreement with Jefferson County Schools. Currently, Jefferson County Schools has agreements with the following institutions:

Attendance and Transportation:
- Jefferson County Schools is not responsible or liable for the student during the hours he/she is released from the high school campus to participate in the dual enrollment/early college program, including days and times that the college/university class does not meet.
- Jefferson County Schools is not responsible for transportation and/or any other expenses incurred in this program, unless specified by the school or program. ***Transportation may be provided by PVHS if enough students are interested.***
- Jefferson County Schools is not responsible for attendance records, sanctions, or discipline imposed by the college/university.
- The college/university class schedule is subordinate to the high school schedule. If the college/university schedules meetings during times the high school student should be at the high school, students should report to the high school and seek guidance from the counselor and/or administrator regarding attendance. Any absence that occurs for this reason without consultation will be considered unexcused.

Withdrawal Policies:
- Students who withdraw from dual enrollment coursework may be subject to academic probation from the postsecondary institution and may be prohibited from taking further dual enrollment courses and receiving financial aid. Students should avoid dropping courses unless absolutely necessary.
- A student wishing to drop a college/university class before a term is completed is subject to the drop/add procedures in effect at the college, university, and high school. Prior to withdrawing from a college/university class, a student must notify his/her parent/guardian AND a high school counselor.
- A student who drops a college/university course after the 3rd week during the Fall or Spring semester will receive a grade of "O" on the student’s high school transcript for the college/university course.
- Any scholarship the withdrawing student may have received to take the dual enrollment course may be subject to repayment by the student and/or his/her parent(s)/guardian(s) to the institution providing the scholarship.

Other Academic Policies:
- Students must complete all appropriate paperwork needed by the postsecondary institution in order to be considered an official dual enrollment student.
- Some students may be eligible for scholarships from the postsecondary institution or ALSDE. Scholarship eligibility and disbursement are the sole discretion of the postsecondary institution. Jefferson County Schools does not determine eligibility or receipt of scholarship funds.
- Jefferson County Schools has no control over the transferability of coursework earned in this program to other colleges/universities. Students and parents are advised to check with institutions for which they are seeking admission to ensure dual enrollment/early college courses will be accepted for credit.
- The grade earned at the college/university will become part of the student’s overall cumulative high school record AND the college/university transcript. Students should be aware that their collegiate GPA will be affected by grades earned in dual enrollment/early college programs.
- A student may not change from one college/university class to another without first discussing such a change with the high school counselor. If such a change occurs, it is the responsibility of the student to discuss it with the parent before the change occurs.

I understand and agree to the policies and procedures set forth above for the Jefferson County Schools’ Dual Enrollment/Early College program.

Student Signature/Date

Parent Signature/Date

Counselor Signature/Date
Dual Enrollment Signature Page

Statement of Eligibility for Dual Enrollment for Dual Credit Students

This section is to be completed by the student

Type of Dual Enrollment courses: □ Academic □ CTE

CTE Major __________________________

Social Security Number __________________________ Date of Birth (MM/DD/YYYY) __________________________

Name __________________________

Last Name __________________________ First Name __________________________ Middle Name __________________________

This section to be reviewed and signed by the high school counselor:

This student is enrolled in the □ 10th □ 11th □ 12th grade at __________________________________________ High School. Student has a minimum cumulative GPA of 2.5 (unweighted). By signing, I hereby recommend that this student be admitted to the Dual Enrollment for Dual Credit program at Jefferson State Community College.

<table>
<thead>
<tr>
<th>Fall Term</th>
<th>CRN*</th>
<th>Spring Term</th>
<th>CRN*</th>
<th>Summer Term</th>
<th>CRN*</th>
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*CRN is a 5-digit code associated with courses that indicate course attributes (campus, meeting dates/times). These codes can be found on the course schedule. If the course is at the High School location, leave blank.

Counselor’s Signature __________________________ Date __________________________

Authorization for Release of Records

According to the Family Educational Rights and Privacy Act of 1974 (FERPA), all rights of access to students’ educational records transfers from the parent(s) to the student when the students become 18 years of age OR are enrolled in an institution of postsecondary education. In order to comply with the requirements of FERPA, Jefferson State Community College shall obtain written consent from students before disclosing any personally identifiable information from his/her educational records.

As a participant of the Dual Enrollment for Dual Credit program, I understand that it is the responsibility of Jefferson State Community College to release my grades to my high school and/or secondary educational entity. My signature below authorizes the College to release the information noted in this section.

Student’s Signature __________________________ Date __________________________

Parent/Legal Guardian Signature __________________________ Date __________________________

Please read all of the following information and initial beside each statement. By initialing, you are verifying that you understand and agree to all statements.

1. □ I understand that this is a college course. Materials and coursework will be at the college level.

2. □ I understand that I must make a "C" or better in all courses each semester in order to be considered continuously eligible for future semester participation and/or CTE scholarship funding (if applicable).

3. □ I understand that if I fail, or withdraw from a course after add/drop registration period, I must sit out 1 academic semester (not to include a summer), I may receive no college or high school credit for the course, and it may affect my future financial aid. Grades I receive in college courses will remain on my permanent college transcript.

4. □ I am aware that extracurricular activities at my high school do not take precedence over my dual enrollment course(s).

For more information on Dual Enrollment Policies and Procedures, please visit https://library.jeffersonstate.edu/HighSchoolPrograms/Policies
# About Us

- Test Preparation
- ACCUPLACER
- ACT Residual
- CLEP Examinations
- GED
- WorkKeys
- Test Proctoring Service
- Strong Interest Inventory
- Test Takers With Disabilities

## Information

<table>
<thead>
<tr>
<th>Information</th>
<th>Test Times</th>
<th>Course Placement</th>
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</thead>
<tbody>
<tr>
<td><strong>Jefferson Campus – Lurleen Wallace Hall, Room 322</strong></td>
<td></td>
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<tr>
<td>• Walk-in between 9:00 am and 12:00 pm Monday-Friday. (No appointment necessary)</td>
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<tr>
<td><strong>Shelby-Hoover Campus – General Studies Building 110</strong></td>
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<tr>
<td>• Walk-in between 9:00 am and 12:00 pm Monday-Friday. (No appointment necessary)</td>
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<tr>
<td><strong>Chilton-Clanton Campus</strong></td>
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<td>• January 10 &amp; 24</td>
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<td>• February 7 &amp; 21</td>
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<td>• March 6</td>
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<tr>
<td><strong>St. Clair-Pell City Campus</strong></td>
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<tr>
<td>• Mondays, 9:00 am - 12:00 pm</td>
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Please note, testing times are subject to change; contact your campus Testing Center to verify test times.

## AccuPlacer Resources

Use the following three-step study plan to get prepared and confident to succeed on an official ACCUPLACER® assessment:

- **Step 1:** Take Practice Test 1 for the ACCUPLACER® tests you’re focusing on: Arithmetic, College-Level Math, Elementary Algebra, Reading Comprehension, and/or Sentence Skills. When you finish each test, use the instant score report to see a breakdown of your score and identify the areas in which you need to improve. Don’t forget to review the answer explanations for the practice.
questions that you got wrong or weren’t sure about—often the best preparation comes from seeing the reasoning behind why an answer is right or wrong.

- **Step 2:** Your score reports will also recommend skill-building practices, tutorials, and eBooks targeted to your study needs. Be sure to take advantage of these resources to ensure your best scores on test day. The interactive tutorials are an especially helpful resource — you can read through the tutorials from start to finish, or use the navigation menu to focus on specific skills as needed. Make sure to take the quizzes contained in each tutorial to help measure your progress.

- **Step 3:** Finally, take Practice Test 2 for the tests you’re preparing for: Arithmetic, College-Level Math, Elementary Algebra, Reading Comprehension, and/or Sentence Skills. When you’re finished, use the score reports to see if there are any topics you need to work on further before test day. If so, take a second look at the tutorials listed in Step 2, or head to the Core Math and Science Skills Review and Core English Skills Review learning centers. They contain a wide range of eBooks and resources that may cover the material in a way that makes better sense for you.

- **Placement Test Preparation**
  Taking the time to prepare for college placement tests is the smart way to improve your scores and reduce the likelihood of being assigned to developmental courses. This resource includes study material and practice exams for the ACCUPLACER, COMPASS, CLEP, and more.

- **How to use PrepStep**
  This tutorial will show you how to access, navigate, and register on PrepStep.
# EdReady Program

**Your first step toward college success**

Accurate placement in college-level math courses is crucial. So, before you take the math portion of the ACCUPLACER test, be prepared! Jefferson State’s EdReady online program can prepare you to take the math portion of the ACCUPLACER Placement Test by creating a tailored learning pathway based on your current math skills!

**If you are ready to begin, click below!**

![Image](https://library.jeffersonstate.edu/TESTING/Schedules)

## Additional Accuplacer Help

The following information will help students prepare and study for the ACCUPLACER placement test.

- Prepare for Accuplacer Test
- Accuplacer Write Placer Sample Essays
- Accuplacer App

Students may also contact Mike Payne at Jefferson State Community College via email (mmpayne@jeffersonstate.edu) to set up an account with Plato to help prepare for the ACCUPLACER.