



Florida State College at Jacksonville

DUVAL DUAL ENROLLMENT PROGRAM
APPLICATION FOR COLLEGE CREDIT ADMISSION

EMPL ID: _____

Sandalwood EC Class of 2023

Before going any further on this form, you MUST check the box that fits your current status from EACH section. If you are not sure, check with your counselor before proceeding.

Application Term, Enrollment Status, Dual Enrollment Type sections with checkboxes for Fall/Spring, NEW/Returning Student, Career & Technical/Early College, and Early Admission/Traditional Dual Enrollment.

Please print in blue/black ink LEGIBLY, accurately, and completely to avoid delay in processing.

Name of High School: Sandalwood High School

City: Jacksonville, FL Anticipated Graduation Date: May 2023

Name: Last First Middle

Social Security Number: Student Phone #: ()

In compliance with Florida State Statute 119.071(5), students should be aware that Florida State College at Jacksonville collects and uses social security numbers (SSNs) if specifically required by law to do so or if necessary for the performance of the College's duties and responsibilities.

Mailing Address: Number and Street or PO Box Apt #

City: State: Zip: Email:

Date of Birth: / / Age: Gender: Female Male

Emergency Contact Name: Phone: () () Home/Cell Work

Information submitted in this section of the application is voluntary and will not be used in the admission process.

Are you Hispanic/Latino? Yes No Prefer not to disclose

Please select the racial category or categories with which you most closely identify. Check as many as apply.

American Indian or Alaska Native Asian White Prefer not to disclose
Native Hawaiian/Other Pacific Islander Black or African American

Student's Authorized Term Registration

For courses on the college campus, see scheduling guidelines and note no online courses may be requested. Course request are final and schedule changes may not be requested after submission unless there are extenuating circumstances.

Table with 6 columns: Term, Class #, Course, Course Title, Campus, Days & Times. Includes entries for Fall 2017 and Spring 2020.

Missing Safety and Security Information

Sexual Predators/Offenders: The College may deny admission or enrollment to an individual because of misconduct if determined to be in the best interest of the College.

Please answer the following questions to complete the safety and security requirement of your admissions application:

- 1. Have you ever been designated a sexual predator by any court?
2. Have you ever been designated a sexual offender, or convicted of any sexual felony?

Student Agreement

- 1. I have checked this application for errors and certify that the information is accurate, complete, and that I have followed the Scheduling Guidelines for any courses requested on the college campus.
2. I agree to read, understand, and abide by the FSCJ Dual Enrollment Student Contract and the College Campus Dual Enrollment Statement of Understanding and Textbook Agreement.

Applicant Signature: Date:

Full Name: _____

EMPL ID: _____



FLORIDA STATE COLLEGE AT JACKSONVILLE/DUVAL COUNTY PUBLIC SCHOOLS
DUAL ENROLLMENT/COLLEGIATE CAREER HIGH SCHOOL 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 Duval County Public 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 on the first day and should attend all scheduled classes. Students may be assigned a grade of FN (Failure for Non-attendance) by the instructor for unexcused excessive absences.
- Students taking courses on the college campus 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:

- Participation in mandatory orientation.
- 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.
- A grade of W, D, F or FN or assignment of NA in a single term will remove student eligibility for dual enrollment.
- Students whose college GPA drops below 2.0 or whose unweighted HS GPA drops below 3.0 will lose eligibility for dual enrollment.
- Students must complete the 15 credit hours of "State Core" General Education prior to attaining a total of 24 college credit hours.
- To drop or withdraw from a course, the student, parent, and high school designee must submit the appropriate documentation prior to the deadline.
- Students who fail to follow appropriate procedures to return instructional materials for classes on the College campus will lose eligibility for dual enrollment.
- Students who violate the DCPS 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 may be asked to participate in educational research deemed exempt by the College's Institutional Research Board. This may include studies involving surveys and normal educational practices.

Students and Parents are expected to read the complete information regarding the Dual Enrollment program available in the Dual Enrollment Student Handbook online.

Parent Statement of Understanding, Agreement, and Residency

My student has my permission to enroll in the Dual Enrollment Program at Florida State College at Jacksonville. I approve of the courses listed on this application. I have read understand: that my student must abide by the FSCJ Dual Enrollment Student Contract and College Campus Dual Enrollment Statement of Understanding and Textbook Agreement; that this agreement is updated each August and updates are available for my review online; that failure to abide by all of the rules and regulations of this program will cause my student to exit the program; that credit will be provisional until he/she earns a high school diploma; and that communications or updates regarding my student may be addressed with the high school dual enrollment coordinator/school counselor.

I attest that I am a bona fide resident and domiciliary of the State of Florida. I have lived in Florida since Month/Day/Year _____. I declare under penalty for perjury punishable by law as a misdemeanor under Section 837.06, Florida Statutes, that the foregoing is true and correct.

Parent/Guardian Signature: _____ Date: _____

High School Personnel Authorization

The above named student is enrolled in a Duval County public high school, which has a Dual Enrollment contract with Florida State College at Jacksonville. This individual meets the established grade point average (GPA) and high school classification criteria, and I recommend that he/she be enrolled in the course(s) listed. The student's academic history and official test scores are attached. We agree that should the student fall below the requirements at the end of any college/school term, he/she will be returned back to the high school program. The high school diploma will be granted by the high school after the student has completed the listed college courses and any other requirements designated by the high school.

High School Counselor Name (Please Print): Cassie Soliday

High School Counselor Signature: _____ Date: 05/06/2019

Counselor's Email Address: sollidayc@duvalschools.org Phone No. (904) 646-5100 ext. 1129