The School District of Osceola County, Florida

Dual Enrollment Contract

Name of School: **Harmony High School** Student ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to the following conditions as a participant in the Dual Enrollment Program with Valencia College:

* Once accepted and registered, I will email a PDF of my Student Detailed Schedule in the format required by the Osceola County Dual Enrollment Bookstore to my High School Counselor for them to approve my courses and so that it can be entered on my FOCUS schedule.
* DE Students are **not allowed** to be on Harmony’s campus for any periods that they are not scheduled into a class. Harmony does not offer study halls or classrooms to complete online DE classes. Executive Intern, in a student’s senior year, may not be used to complete online DE classes to remain on campus. **Reliable, consistent transportation must be provided to come in late or leave early. Initial: \_\_\_\_\_**
* DE Students must take at least one course within 2 semesters to be considered active, if you do not then you will be marked inactive and must reapply. You will not have to test again if the test scores are less than 2 years old.
* DE Students are not allowed to register for FLEX Start, Developmental, Physical Education courses or courses less than 3 credit hours.
* If I must drop a Valencia course, I MUST see or contact my High School Counselor first to obtain approval. I understand that not completing this step might be cause for restriction from Dual Enrollment the following semester. I understand that I may need to ADD a course(s) at my high school to maintain my credits for graduation. A student MUST hold 3 high school credit hours each semester. **I also understand that the 2nd withdrawal from a Valencia class will remove me from the Dual Enrollment program for the next semester and could negatively impact future financial aid. Initial: \_\_\_\_\_\_\_\_**
* I understand I must have my schedule approved by my School Counselor prior to visiting the District Office Bookstore to pick up my books. Books from the prior semester must be returned before you are eligible to receive books for the current semester. Required books will be provided by the School District of Osceola County bookstore. Optional Materials are the responsibility of the student.
* When I complete the courses, I have taken, it is my responsibility to meet with my School Counselor, verify my grades and complete a credit check to make sure I receive high school credit for the courses. If I do not complete this step, my next semester courses will not be approved, and graduation status may be in jeopardy.
* If I am a full-time Dual Enrollment student, I will join the Dual Enrollment REMIND and Harmony High School social media for any announcements of campus activities my school may have posted. **It is my responsibility to keep up with any requirements or activities of the high school & to be signed up for my grade level and Dual Enrollment REMIND. Initial: \_\_\_\_\_\_\_**
* Dual Enrollment students must maintain a 3.0 high school GPA and a 2.0 Valencia GPA to participate in the DE program. **Failure to maintain good standing at Valencia could have a negative impact on your ability to earn scholarships, grants and even loans after high school. Initial: \_\_\_\_\_\_\_**
* As a Valencia student you must check your Valencia ATLAS email regularly. If Valencia is going to communicate with you, this is the only way they will reach out. If you do not check this ATLAS email and you miss something important, the fault will fall entirely on you.
* I understand that to earn my A.A. from Valencia College, I **MUST** meet with a Valencia DE Academic Advisor to check my graduation status and apply for graduation on my Valencia ATLAS account. Failure to do this will prevent me from earning my A.A. **Initial: ­­­\_\_\_\_\_\_\_\_**
* I will check all REMIND information to keep in touch with District/School personnel regarding DE/School issues.

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Student Signature Date

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Parent/Guardian Signature Date

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School Counselor Signature Date