



Administrative Regulation 6171.2 Higher Education Cooperative Programs - Dual Credit

Responsible Office(s): Office of Academics

REGULATION

1. Higher Education Dual Credit Program

- a. The program is designed to allow eligible students currently enrolled in the Washoe County School District the opportunity to enroll in higher education courses and earn both higher education and high school credit. Students may only earn high school credit for higher education courses which have been approved by the Board of Trustees and the Nevada Board of Education.

2. Eligibility

- a. Prior to enrolling in a higher education class approved for Dual Credit, students must have attained junior or senior status.
- b. Students must be currently enrolled on campus for a minimum of five (5) periods in a district high school (junior) and four (4) periods in a district high school (senior). Enrollment in each Dual Credit course counts as one (1) period of enrollment at the high school. Determination of student eligibility for summer school Dual Credit classes will be previous semester attendance in a district high school.
- c. Students should have a 3.0 grade point average in the subject area in which they wish to enroll for Dual Credit. If there is not comparable course in high school, the students should have a 2.5 overall grade point average.
- d. Students must have approval of their counselor, their principal or curriculum vice principal and, if under age eighteen, their parents.
- e. Students must be able to provide their own transportation to and from their Dual Credit classes.
- f. Students assume responsibility for paying the costs associated with enrollment in higher education Dual Credit courses (e.g., admission fees, credits fees, books and workbooks).
- g. If offered, high school students must attend a special orientation and registration for Dual Credit students hosted by the higher education institution.

3. Procedures

- a. Students may obtain an application for the Dual Credit Program from their high school counselor.
- b. The Dual Credit application must be completed and submitted to the Supplemental Credit Office for final approval by the date specified.
- c. When students have completed Dual Credit courses at the institution of higher education, the institution will notify the Supplemental Credit Office in writing of the students' grades. The Supplemental Credit Office will assume responsibility of notifying each of the high schools' registrars so that Dual Credit grades may be posted

4. Restrictions

- a. For students who successfully complete a higher education Dual Credit course, the amount of high school credit awarded will be that which has been previously approved by the Board of Trustees and the Nevada Board of Education when the Dual Credit course was approved for inclusion in the program.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This document reflects the goals of the District's Strategic Plan.
2. This document aligns with the following WCSD governing documents:
 - a. Board Policy 6171.2, Higher Education Cooperation Programs – Dual Credit
 - b. Accepted Practice – Dual Credit

REVISION HISTORY

Date	Revision	Modification
9/22/1992	1.0	Adopted