POLK STATE COLLEGE

Dual Enrollment Program Enrollment Agreement

SECTION I - STUDENT INFORMATION:

Last Name	First Name	MI	Date of Birth	Polk State College Student ID
			_____/_____/_____	

High School Name	Counselor/ Home School Official Name	Counselor/ Home School Official Phone	Counselor/ Home School Official Email
Santa Fe Catholic High School	Mrs. P. Garzarelli	863-665-4188	pgarzarelli@santafecatholic.org

POLK STATE COLLEGE ACADEMIC TERM Spring **YEAR** 2027

HIGH SCHOOL GRAD DATE _____

Home School Students: Are you registered with Polk County School District as a home education student?

Yes_____ No_____ If no, please explain_____

If a student is enrolled in the Personalized Education Program (PEP), proof of enrollment/award needs to be provided along with the completed form.

SECTION II – SCHOOL COUNSELOR or HOME SCHOOL OFFICIAL APPROVAL:

□ **EARLY ADMISSION:** (12 – 15 credits per semester) (Students who have earned 21 high school credits.)
□ **ACCELERATED DEGREE PROGRAM:** (15+ credits per semester in selected programs)
■ **DUAL ENROLLMENT:** (3 – 11 credits per semester)

Test Scores/Course Grade Used to Qualify:

Reading: Type: _____ Score: _____ Date: _____

Writing: Type: _____ Score: _____ Date: _____

Math: Type: _____ Score: _____ Date: _____

School Grade Level: _____Sophomore _____Junior _____Senior Other_____

School GPA: _____ Number of HS Credits Earned To Date: _____

Courses Approved: _____ _____ _____
& Course Reference No.*

_____ _____ _____

Course *Reference number not required for FVHS students.

School Counselor/ Home School Official Signature _____ Date_____

SECTION III – PRINCIPAL / HOME SCHOOL OFFICIAL APPROVAL:

Polk County, Home School, Private, or Out-of-County Students

1. Signature indicates the high school principal has read the Polk State College Dual Enrollment Articulation Agreement and relevant addendum and understands and agrees to its policies found at www.polk.edu.

Principal/Home School Official Signature _____ Date_____

SECTION IV – PARENT AND STUDENT UNDERSTANDINGS:

Student AND parent/guardian - Please initial each statement below. Your initials indicate that you understand the eligibility criteria, enrollment steps, registration timelines, articulation, and deadlines for enrolling as a dual enrollment student with Polk State College. **Student - initial the first line and parent - initial the second line**.

1. I understand all the steps required to enter the dual enrollment program. _____ _____
2. I understand the timeline for each dual enrollment step and will abide by it. _____ _____
3. I understand that when I do not meet the criteria and timeline, I will not be able to enroll in the program. _____ _____
4. I understand that it is my responsibility to follow up with all entities to ensure that enrollment in the program/course(s) takes place. _____ _____
5. I understand the courses selected and enrolled in are solely my responsibility. _____ _____
6. Students applying for Dual Enrollment for the first time will be required to verify their U.S. citizenship or lawful presence as part of the college admission process. This requirement must be completed before a student can register for Dual Enrollment courses. _____ _____
7. I understand that I will be taught college-level material and expected to engage with course content and discussions appropriate for college courses. Per State Statute, course content and instructional materials cannot be modified to accommodate the age of a minor student. _____ _____
8. I understand that I will have access to artificial intelligence instructional tools as part of the learning ecosystem and I am responsible for reviewing course syllabi for instructor specific AI expectations. _____ _____
9. I understand that I must maintain a minimum cumulative GPA of 2.00 at Polk State and continue to maintain a high school GPA of 3.00 to remain eligible for the dual enrollment program. _____ _____
10. I understand that Early Admission students, including Accelerated Degree program students, must maintain a minimum cumulative GPA of 2.0 at Polk State and maintain a high school GPA of at least 3.20 to remain eligible for the Early Admission program or the Accelerated Degree program. _____ _____
11. I understand the College covers two attempts at a course. Third and subsequent attempts must be paid for by the student after completion of high school and at the "full cost of instruction," which is generally equivalent to out of-state-tuition. _____ _____
12. I understand the College does not provide transportation to any college campus or center for dual enrollment. Transportation will be the responsibility of the student. _____ _____
13. I understand all students, including dual enrollment students, are subject to FERPA privacy laws. Parents are not permitted information about the student's attendance, academic performance, or grades without proper FERPA permission regardless of the site where the class is held. Read the College Catalog for additional FERPA information. Advisors do not have, nor are they able to provide attendance and grade information to parents. _____ _____
14. I understand students may withdraw from a dual enrollment course and receive a grade of "W" on their college transcript; however, the high school grade assigned for a withdrawal is based on the rules and regulations of the high school. Only the student, professor, or college administration can withdraw a student from a college class. _____ _____
15. My signature below indicates that I have read the Polk State College Dual Enrollment Articulation Agreement and relevant addendum and I understand and agree to its policies found at www.polk.edu. _____ _____

_____ _____

Student Signature **Date**

_____ _____

Parent/Guardian Signature **Date**

Polk State College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, or employment. For information about the College's equal access and equal opportunity policies and procedures, or to file a complaint, please contact the Title IX Coordinator, 3425 Winter Lake Road, Lakeland, FL 33803, 863.669.2903, compliance@polk.edu. For additional information, visit polk.edu/compliance.