

**College/Dual Credit Courses****ON-CAMPUS COURSES**

High school students may be permitted to take on-campus college/dual credit courses that count as secondary school credit, provided the following conditions have been fulfilled, unless otherwise approved by the Principal/designee:

1. Recommendation and approval from the high school Principal and the chair of the high school guidance department are required.
2. Courses will count toward graduation requirements and be used in calculating grade point average (GPA).
3. Costs associated with dual credit courses are the responsibility of the parent/guardian.
4. Students must agree to enroll in a three (3) credit hour course or high school course both semesters.

**OFF-CAMPUS COURSES**

High school students also may be permitted to take college/dual credit courses off-campus that count as secondary school credit, provided the following conditions have been fulfilled, unless otherwise approved by the Principal/designee:

1. In order to be eligible to take an off-campus course, students must be making normal progress toward graduation and maintain at least a 3.0 grade point average.
2. Students may only take elective courses not offered by the District. No required courses may be taken off-campus.
3. A written request for permission and a signed release from the parent or guardian of a high school student and written documentation of course enrollment from the college or university must be provided to the high school Principal each semester. Students must agree to enroll in a three (3) credit hour course or high school course *both* semesters. Successful completion of an approved dual credit class (three [3] credit hour course) shall be considered the equivalent of completing one (1) high school class. One (1) high school credit shall be awarded for successful completion.
4. Recommendation and approval from the high school Principal, the high school guidance department and the chair of the appropriate department at the high school are required.
5. Qualifying courses will count toward graduation requirements and will be used in calculating grade point average (GPA).
6. The parent or guardian must provide information as to how the student will be transported to and from the college or university.
7. The course taken at a college must be at a time that coincides with the last period at the high school; i. e., the student may leave early (for one period), but will not be permitted to arrive late or come and go within the school day.
8. Transportation, college tuition, and other associated costs are the responsibility of the parent/guardian.

**REFERENCES:**

704 KAR 3:305, OAG 76-477

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**RELATED POLICY:**

08.113