DUAL ENROLLMENT POLICY

1. Purpose

Research Triangle High School supports eligible high school students in pursuing rigorous academic opportunities beyond Research Triangle High School's course offerings through approved dual enrollment programs. This policy establishes the programs in which students may participate, the eligibility and approval requirements, and the conditions under which dual enrollment coursework may be credited toward graduation.

2. Approved Dual Enrollment Programs

Research Triangle High School permits dual enrollment ***only*** through the following three programs:

1. **Career and College Promise (CCP).** The North Carolina Career and College Promise program, administered through partner North Carolina community colleges, offering the College Transfer pathway, the Career and Technical Education (CTE) pathway. Participation is subject to the eligibility and placement requirements established by the North Carolina Community College System and the partner community college.
2. **North Carolina Virtual Public School (NCVPS).** Online courses offered through the North Carolina Virtual Public School. Enrollment is subject to NCVPS course availability, registration windows, and Research Triangle High School's internal approval process.
3. **North Carolina School of Science and Mathematics Connect Program (NCSSM Connect).** Online and hybrid coursework offered by the North Carolina School of Science and Mathematics through its Connect program, subject to NCSSM's admission criteria, course availability, and Research Triangle High School's internal approval process.

No other dual enrollment or e-learning arrangements are permitted. Research Triangle High School will not award high school credit for, or permit attendance during the school day for, any other college, university, online provider, public or private school, or independent course-of-study program. Coursework taken outside the three approved programs listed above is considered a personal educational pursuit undertaken outside Research Triangle High School's academic program and may not be used to satisfy graduation requirements.

3. Eligibility

To be considered for dual enrollment through any of the three approved programs, a student must:

- Satisfy all eligibility criteria established by the applicable program (including grade-level, GPA, placement test, and prerequisite requirements);

- Be in good academic standing at Research Triangle High School, with a cumulative unweighted GPA of at least 2.8 and no failing grades in the most recent grading period;
- Be in good disciplinary standing, with no active suspensions or unresolved disciplinary matters;
- Demonstrate the maturity, time-management skills, and independent learning ability necessary to succeed in college-level or accelerated coursework; and
- Obtain written parent or guardian consent.

4. Application and Approval

All dual enrollment participation requires advance written approval from Research Triangle High School. The approval process is as follows:

4. The student submits a Dual Enrollment Request Form to the School counselor by the deadline published for the applicable semester.
5. The counselor reviews the request for eligibility, alignment with the student's graduation plan, and avoidance of duplication with existing high school coursework.
6. The Principal or designee approves or denies the request and communicates the decision in writing to the student and parent or guardian.
7. If approved, the student, parent or guardian, and counselor sign a Dual Enrollment Agreement acknowledging the terms of this policy, including the student's responsibilities and the effect of dual enrollment grades on the high school transcript.
8. The student completes the partner program's own application, registration, and any placement-testing requirements.

5. Course Selection and Course Load

- Dual enrollment courses must complement — not duplicate — courses the student has already completed or is currently enrolled in at Research Triangle High School.
- Each dual enrollment course must be pre-approved for high school credit by the counselor, consistent with North Carolina Department of Public Instruction (NCDPI) course code and credit guidance.
- A student may enroll in no more than two dual enrollment courses per semester without prior approval from the school counselor.
- Students must maintain Research Triangle High School's minimum on-campus course load required for full-time enrollment unless an alternative schedule is expressly approved in writing.

- Students participating in Dual Enrollment are strongly encouraged to register for both fall and spring semesters to avoid scheduling gaps and potential conflicts in their RTHS schedule.

- Students are responsible for meeting all registration, add/drop, and withdrawal deadlines set by the partner program. Research Triangle High School does not manage those deadlines on the student's behalf.

6. Credit, Grades, and Transcript

- Successfully completed dual enrollment courses will be posted to the high school transcript and weighted in accordance with NCDPI policy.
- College credit, if any, is awarded by the partner institution and is subject to that institution's transcript, transfer, and articulation policies.
- A grade of "WP" or "WF" in a dual enrollment course will be posted to the high school transcript and included in the cumulative GPA. A failed or withdrawn course may jeopardize the student's ability to satisfy graduation requirements and may disqualify the student from future dual enrollment participation.
- Research Triangle High School is not responsible for retroactively awarding credit for courses taken outside an approved program or without prior written approval.

7. Costs, Materials, and Transportation

- Tuition for CCP is provided free of charge at participating North Carolina community colleges, consistent with state law.
- Fees for NCVPS and NCSSM Connect is covered by Research Triangle High School to the extent required by state allotment or program policy.
- The student and family are responsible for any fees, textbooks, supplies, testing fees, technology requirements, or other costs not covered by the partner program or Research Triangle High School.
- Research Triangle High School does not provide transportation to or from partner community college campuses. Transportation arrangements are the responsibility of the student and family.

8. Student Responsibilities and Conduct

A student participating in dual enrollment remains a student of Research Triangle High School and is expected to:

- Comply with Research Triangle High School's Code of Conduct at all times, including while attending classes, events, or activities associated with the partner program;
- Comply with the partner program's own code of conduct, academic-integrity standards, and attendance requirements;
- Provide the School counselor with timely updates on academic progress, including mid-term and final grades and any notice of probation, dismissal, or disciplinary action from the partner program; and
- Execute any release or consent required for Research Triangle High School and the partner program to share information about the student's enrollment and academic progress consistent with FERPA.

Violations of the partner program's conduct or academic-integrity rules may, at Research Triangle High School's discretion, also be addressed under the RTHS's Code of Conduct.

9. Withdrawal, Removal, and Re-Enrollment at the School

- A student who wishes to withdraw from a dual enrollment course must notify the School counselor before initiating the withdrawal with the partner program, so that the student's high school schedule and graduation plan can be adjusted.
- Research Triangle High School may remove a student from the dual enrollment program, effective the next available enrollment cycle, if the student fails to maintain eligibility, fails a dual enrollment course, violates this policy, or violates the Code of Conduct of either institution.
- A student who is withdrawn or removed from a dual enrollment course mid-semester will be placed in an equivalent on-campus course where feasible. Where an equivalent course is not available, the School will work with the student and family to identify an appropriate academic plan, which may include a graduation-timeline adjustment.

10. Administration and Review

- This policy does not create any entitlement to dual enrollment participation. Approval is within the discretion of Research Triangle High School, subject to applicable law.
- This policy will be reviewed at least annually and updated as necessary to remain consistent with North Carolina law, NCDPI guidance, and the terms of the approved programs.
- Questions regarding this policy should be directed to the School Counselor.

Adopted by the Board of Directors:

Date: _____