Auburn High School

DUAL ENROLLMENT & DUAL CREDIT

2021 – 2022
# Table of Contents

- Overview of AHS Dual Enrollment/Dual Credit Programs..........................1
- List of Approved Dual Credit Courses..................................................2

- Auburn University/Auburn First Application Process................................3
- Letter of Support – Auburn University (SUBMIT TO AHS COUNSELOR)...........4

- UA Early College Application Process..................................................5
- UA Early College Cover Memo (SUBMIT TO AHS COUNSELOR)..................6

- Southern Union State CC – Application Process.....................................7-8
- Statement of Eligibility – Southern Union State CC (SUBMIT TO AHS COUNSELOR)............9
AHS DUAL ENROLLMENT/CREDIT OPPORTUNITIES

AHS DUAL ENROLLMENT/DUAL CREDIT
Auburn High School currently has agreements with Auburn University, Southern Union State Community College and The University of Alabama to provide dual credit options for students. Dual credit allows students to apply their college level work to both their high school curriculum and their college curriculum, earning credits at both institutions. Dual enrollment refers to students taking college courses while still enrolled in high school, but only earning college credit for the course. Students may take any of the courses listed below to earn dual credit. AHS is excited to offer these opportunities to our 11th and 12th grade students. You will find the list of courses and the steps for enrollment for each program below. Each institution has their own admissions process. Parents and students should communicate directly with each institution to ensure that they have completed the steps involved for admission. It is important to note that dual credit coursework requires students to complete registration at BOTH the high school and the college. AHS will provide all three institutions with a counselor letter of support and a high school transcript upon request. It is the responsibility of the student and parent to secure admission to the program of their choice. Simply requesting the course at AHS does not guarantee acceptance into the dual credit program. Please review each of the programs below to determine what works best for your student.

AUBURN UNIVERSITY – AUBURN FIRST
Students who have completed the ninth grade with a cumulative grade point average of 3.0 or higher and support from a high school official are eligible to participate. Auburn First participants are expected to meet eligibility requirements, submit all required documentation for application, complete the required online orientation (0 credit hours and no cost), and fulfill all financial obligations. Grades earned in Auburn University courses count towards students’ college GPA as well as high school GPA when taken for dual enrollment credit. Students may take up to 24 credit hours in Auburn First. Students who complete 6 credit hours of approved Auburn First credits by Aug. 15 of their senior year with a 3.0 or higher unadjusted cumulative GPA will earn automatic admission to Auburn. Auburn First faculty have designed their courses to meet quality and accessibility standards that will allow students to maximize their academic potential. Auburn First courses will guide students to learn, practice, and complete thoughtfully created assignments that lay a strong foundation for learning. Current courses are listed below. Visit www.auburn.edu/auburnfirst to see the most up to date list of approved Auburn First courses as new courses are added. Auburn First Courses are offered online, and support is provided with registration in these courses. Students may opt to take on campus versions of these courses; however, students should communicate with Auburn First to find out the differences in registration processes and support available for on campus Auburn University courses.

SOUTHERN UNION STATE CC
Through a partnership with Southern Union State Community College (SUSCC), students at AHS may earn college credit while also earning credit toward their high school diploma. Students who choose to take dual enrollment courses must meet the entrance requirements established by SUSCC and pay tuition and fees as required by SUSCC. The grade received in a dual enrollment course will appear on a student’s high school and college transcripts and affect their college GPA as well as their high school GPA. All SUSCC program options are taught face-to-face either on the SUSCC campus by SUSCC instructors or on the Auburn High School campus taught by Auburn High School teachers. Southern Union State Community College Admission Requirements: Students must be in grade eleven or twelve, have a 2.5 overall GPA, and obtain written approval from their counselor. Students must meet the entrance requirements of the college, and normal tuition rates and fees apply for dual enrollment students. Visit http://www.suscc.edu/current-students/dual-enrolled-accelerated-high-school.cms for more information regarding SUSCC admission requirements or contact the SUSCC Registrar at 1-256-395-2211, ext. 5155.

UNIVERSITY OF ALABAMA
All students must take and pass UAEC 200 College Readiness Course before taking any other courses through UA Early College. This 2-hour credit course is a month-long course in which students will learn the necessary skills for college-level work, including how to navigate online courses. This is a pass/fail course for which students must successfully pass with 75% or higher. This course is offered monthly throughout the year including the summer. Students can only take one online course per semester. Students will be assigned a Learning Community Coordinator by UA as an additional layer of support for Success beyond the UA teaching faculty. All courses earn 1 high school credit and 3 college credits on the respective transcripts. To get started visit: https://uaeearlycollege.ua.edu/getting-started/steps-to-take/.
<table>
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<tr>
<th>Title of Course</th>
<th>Auburn Univ.</th>
<th>Univ. of Alabama</th>
<th>SUSCC</th>
<th>High School</th>
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Auburn University – Auburn First Application Process

HOW TO JOIN

1. Meet with your high school guidance counselor to discuss dual enrollment opportunities. You will need their signature of support for your Auburn First application.

2. Complete an Auburn First application available at aub.ie/auburnfirst.

3. Ask your counselor to email your transcript and support form to Auburn University. Support forms can be emailed to aulfirst@auburn.edu and transcripts can be mailed to:

Admissions Processing
1550 East Glenn Avenue, Suite 1210
Auburn, AL 36849

4. Mail your ACT or SAT scores to the address listed above.

5. Submit your enrollment deposit after receiving your acceptance letter. His $250 deposit holds your spot in Auburn First and will be applied toward your tuition.

6. After receiving your Auburn username and password, activate your account at auburn.edu/activate.

7. Your Student Success Coordinator will reach out to you to gather additional information and assist you in registering for class(es). Be sure to check your Auburn email address.

8. If you will be enrolling in an on-campus course, visit auburn.edu/medicalform to submit your medical form in the Clearwave system.

9. Complete the Auburn First online orientation which includes tips to successfully navigate your college courses.

Family members should sign up for the Auburn University Parent’s Association to gain access to the Family Portal, which allows family members to access grades, schedules, and more.

Register your parent as an eBill authorized user so they can help you keep up financial obligations.

If you plan to come to campus, register for a parking permit in AU Access under the My Campus tab and visit the Tiger Card office in Foy Hall to get a Tiger Card to check out resources at the RBD Library.

aub.ie/auburnfirst
Please complete the top portion and ask your high school counselor/principal to submit this letter of support with a copy of your transcript to Auburn University.

COMPLETED BY THE STUDENT:

Date: ________________________________

Full Name: __________________________

Date of Birth: ________________________

High School Name: ____________________

COMPLETED BY THE HIGH SCHOOL OFFICIAL:

High School Contact Name: ____________________________

(Guidance Counselor or other school official completing this form)

High School Contact Email Address: ________________________________

High School Contact Phone Number: ________________________________

Student’s Cumulative Grade Point Average: ____________ *based on 4.0 scale

In order to be eligible to participate in Auburn First, students must have a minimum 3.0 high school GPA and have support from their high school. By signing below, I am confirming my support of the above named student to take coursework through Auburn First.

_________________________  __________________________  ______________________
Print Name  Signature  Date

Please mail this form with the student’s transcript to the address below to verify high school support for the student to participate in Auburn First. If your school uses eScrip-Safe or Parchment you may alternatively utilize one of these electronic delivery methods to submit this letter. Receipt of this form is required for a student’s Auburn First application to be complete.

Mail Letter and Transcripts to:

Auburn University Admissions Processing
1550 East Glenn Avenue, Suite 1210
Auburn, AL 36849
You must complete all three steps before we will consider your application.

1. Complete the UA Early College Online Application
   - Complete the online application (with $40 nonrefundable application fee)
   - DO use the application link called “Early College”.
   - DO use the UA Early College application tutorial, so you can see exactly how to complete the correct application.
   - DO NOT use the application link for “Distance Learning Programs”.

2. Counselor Cover Memo and Transcript
   - Open the Counselor Cover Memo
   - Fill out the top portion of the Counselor Verification Cover Memo, and print the form.
   - Take the printed Counselor Verification Cover Memo to your high school counselor for his or her verification and signature.
   - Counselors may use the attached counselor memo and can submit the transcript either:
     - By mail to UA Early College, Box 870365, Tuscaloosa, AL, 35487-0365
     - By secure email to ec@ua.edu
     - Using your electronic transcript provider
     - By secure fax to 205-348-3165

3. Student Essay
   After you complete the online application, use this link to submit the Student Essay (suggested browsers: Firefox or Safari) by responding to the below prompt.

   Compose a 400-word essay based on two of the following topics:

   1. How will UA Early College help you achieve your college goals?
   2. What skills and abilities do you possess for college study, and how will they make you successful as a UA Early College student?
   3. Describe your academic achievements and how they have prepared you for college study.

   If you have questions, email earlycollege@ua.edu or call 205-348-7083.
Cover Memo for High School Transcript

Please complete the top portion and ask your high school counselor/principal to include the Cover Memo with your transcript.

Date: _____/_____/_______

Student Full Name: ____________________________________________

Student Home Phone: ________________________________

Student Cell Phone: ________________________________

High School Name: ____________________________________________

High School Address: __________________________________________

City: ____________________________________ State: _____ Zip: ________

I submitted the UA Early College application on: _____/_____/_______

I submitted the UA Early College essay and selected the start date of: _____/_____/_______

For Counselor/Principal, I certify the above-named student:

- Is currently attending our high school and is in good standing
- Is eligible for application (high school sophomore, junior, or senior)
- Has a cumulative GPA of 3.0 or higher (based on a 4.0 grading scale)

Student Cumulative High School GPA since 9th grade: ____________

Signature of Counselor or Principal: __________________________________________

Title: __________________________________________

High School Phone (include extension): ________________________________

Counselors may submit the official transcript in one of the following ways:

- Secure email scan to: EC@ua.edu
- Secure fax to (205) 348-3165
- Mail to UA Early College, Box 870365, Tuscaloosa, AL 35487-0365
- Using your electronic transcript provider
Registration Process for Auburn High School Dual Enrollment Courses

Step 1: CREATE A SOUTHERN UNION STUDENT ACCOUNT

DEADLINE: PRIOR to the 1st Week of August (Fall Semester) or 1st Week of December (Spring Semester)

✔ Complete the Online General Admission Application
  - Visit our website at www.suscc.edu
  - Click the APPLY NOW button in the upper right-corner of the homepage

✔ Email a Valid Form Of Photo Identification
  - Scan and email the photo ID to admissions@suscc.edu
  - Acceptable forms of photo identification include an unexpired driver’s license, an unexpired Alabama identification card, an unexpired U.S. passport or an unexpired U.S. permanent residence card

Each dual enrollment student will receive a SUSCC student ID number and email account once the Admissions Office receives and processes the student’s General Admissions application and valid photo ID.

Step 2: SUBMIT COLLEGE ENTRANCE EXAM/PLACEMENT TEST SCORES (If Applicable*)

DEADLINE: PRIOR to the 1st Week of August (Fall Semester) or 1st Week of December (Spring Semester)

*Any dual enrollment student wishing to enroll in academic courses such as college-level English, math or science courses must complete ACT® College Entrance Exam and/or the Next-Generation ACCUPLACER® Placement Test. Students in Career & Technical Education programs are not required to complete any placement tests unless they choose to concurrently enroll in an academic course that is required for their program.

✔ Placement Score Criteria

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<th>Course</th>
<th>ACT®</th>
<th>ACCUPLACER®</th>
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<tr>
<td>ENG 101 English Comp</td>
<td>English subtest ≥ 18</td>
<td>WritePlacer ≥ 5</td>
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<tr>
<td>MTH 115 PreCalculus</td>
<td>Math subtest ≥ 20</td>
<td>QAS ≥ 267</td>
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<tr>
<td>MTH 125 Calculus</td>
<td>Math subtest ≥ 20</td>
<td>AAF ≥ 271</td>
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(QAS)-Quantitative Reasoning, Algebra and Statistics
(AAF)-Advanced Algebra and Functions
ACT® College Entrance Exam Scores
- Students should email a copy of their ACT® scores to admissions@suscc.edu
- Copies of ACT® score reports must contain the student’s first and last name
- Only ACT® scores submitted prior to the College’s published first day of class will be considered for placement purposes.

ACCUPLACER® Placement Test Scores
- Students who do not meet the ACT® criteria must successfully complete the Next-Generation ACCUPLACER® Placement Test to determine their course placement.
- Students may choose to complete the ACCUPLACER® Placement Test in-person at any of our three campuses or remotely via ZOOM
- A Southern Union student ID number is required to schedule an ACCUPLACER® Placement Test appointment with the Assessment Center
- To schedule an ACCUPLACER® Placement Test session, visit our website and select the Prospective Students tab and choose the Assessment Center option
- For more information, contact Robbie Whaley, Coordinator of Testing Services, at 334-745-6437 ext. 5416 or rwhaley@suscc.edu

Step 3: SUBMIT STATEMENT OF ELIGIBILITY and HIGH SCHOOL TRANSCRIPT
DEADLINE: PRIOR to the 1st Week of August (Fall Semester) or 1st Week of December (Spring Semester)

Statement Of Eligibility For Dual Enrollment For Dual Credit Students Form
- This form is available in the high school counselor’s office
- All dual enrollment students must complete and submit this form to their high school counselor each semester
- This form identifies each student’s list of approved courses and must be signed by the student, the student’s parents or guardians, high school principal and counselor.
- The high school counselor will submit this form to Southern Union once it has been completed

High School Transcript
- A high school GPA of 2.5 or higher is required
- The high school counselor will submit the student’s high school transcript to Southern Union

Step 4: REGISTER FOR CLASSES
DEADLINE: DURING the 1st Week of August (Fall Semester) or 1st Week of December (Spring Semester)

- A Southern Union Dual Enrollment Liaison will visit the high school and collect the student’s Statement of Eligibility and high school transcript from the high school counselor
- Students who have completed and submitted all of the above items will be registered for their approved courses by the Southern Union Dual Enrollment Liaison
Southern Union
State Community College

Statement of Eligibility for Dual Enrollment for Dual Credit Students

Your acceptance to the Dual Enrollment for Dual Credit program at Southern Union State Community College will be **official** only upon the receipt of a completed Dual Enrollment Admissions Packet which includes an online Application for General Admission, a valid photo ID, ACT and/or ACCUPLACER Placement results (if applicable), a high school transcript and this form, completed and signed by the counselor and principal of your local high school.

**This section is to be completed by the student.**

Program of Interest:  □ Academic  □ Technical  □ Health Sciences  
Program of Study: ___________________________

SUSCC Student ID Number: _______________________

Name (please print) ___________________________

First Name: ___________________________ Middle Name: ___________________________ Last Name: ___________________________

Address: ___________________________ City/State: ___________________________ Zip: ___________________________

Parent/Guardian Name (please print): ___________________________

**This section is to be completed by the student and parent/guardian.**

**Continuous Eligibility for Dual Enrollment for Dual Credit**

Students who meet the criteria for initial admission for the Dual Enrollment for Dual Credit program will maintain continuous eligibility so long as they earn a grade of C or better in all attempted college courses. Students who fail to meet this minimum grade requirement or who withdraw from a course will be suspended from the program for a minimum of one semester. The one-semester suspension may not be served during summer semester. The student may not re-enroll until the suspension has been served. For re-entry the student must re-apply to the program and meet the minimum grade point average requirements.

**Authorization for Release of Records**

According to the Family Educational Rights and Privacy Act of 1974 (FERPA), all rights of access to students’ educational records transfers from the parent(s) to the student when the students become 18 years of age OR are enrolled in an institution of postsecondary education. In order to comply with the requirements of FERPA, Southern Union State Community College shall obtain written consent from students before disclosing any personally identifiable information from their educational records.

As a participant of the Dual Enrollment for Dual Credit program, I understand that it is the responsibility of Southern Union State Community College to release my grades to my high school and/or secondary educational entity. My signature below authorizes the College to release the information noted in this section.

Student’s Signature: ___________________________ Date: ___________________________

Parent/Legal Guardian Signature: ___________________________ Date: ___________________________

**This section is to be completed by the High School Counselor and Principal or CTE Program Representative**

This student is enrolled in the □ 10th □ 11th □ 12th grade at ___________________________ High School. The student has a minimum GPA of 2.5 (unweighted). I hereby recommend that this student be admitted to the Dual Enrollment for Dual Credit program at Southern Union State Community College. **(A high school transcript must be attached to this form for all FIRST TIME APPLICANTS)**

Check One:  □ Fall Semester  □ Spring Semester  □ Summer Semester

<table>
<thead>
<tr>
<th>Southern Union Course Name</th>
<th>Cr.Hrs.</th>
<th>Equivalent High School Course Name</th>
<th>HS Credits</th>
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Counselor’s Signature: ___________________________ Date: ___________________________

Principal’s Signature: ___________________________ Date: ___________________________

**For College Use Only**

□ Student has been cleared for registration ______  Verified by: ___________________________ Date: ___________________________