



777 Elsbree Street, Fall River, Massachusetts 02720 • 508.678.2811 • www.BristolCC.edu

Dual Enrollment Update

Effective January of 2010, the following policies and fees will apply.

High school students in the Bristol Community College service area may enroll in one college course each semester at no cost. Tuition and fees for this free dual enrollment course are being covered in part by a grant from the Commonwealth of Massachusetts. Where necessary, any additional tuition and fees are being waived by Bristol Community College.

Note: A student may only take one free course either a Dual Enrollment course or a CVTE course but not both.

Students below the age of 16 at the time of registration must comply with the College Underage Policy. Students are responsible for the cost of course texts, materials and lab fees. Limited financial assistance may be available on a case by case basis. Contact the Director of School to College Partnerships for more information.

Students who wish to take additional courses will be charged a flat rate of \$85 per credit (plus materials).

High school students are eligible to participate in the program if they meet the following criteria, as established by the Commonwealth of Massachusetts and Bristol Community College.

Commonwealth Dual Enrollment Program (CDEP)

The students must be:

- Enrolled in grades 9, 10, 11, or 12 in a Massachusetts public secondary school or non-public school, including home school.
- Meet all course prerequisites per the policies of the participating campus.
- Have a minimum cumulative high school GPA of **3.0** or demonstrate their potential for academic success through submission of evidence of steadily improving high school grades, high class rank, special talent, strong grades in the field of the CDEP course, strong recommendations, etc.

Although not a requirement for participation, the institutions of higher education are required to focus efforts on enrolling qualified students with particular emphasis on first-generation college students and students who are interested in Science, Technology, Engineering, and Mathematics (STEM) fields.

Students who meet eligibility guidelines are *not* guaranteed participation. Participation is at the discretion of the participating institution of higher education and subject to capacity constraints.

A student with a high school diploma is *not* eligible to participate. This includes students who graduate in the spring of a given year and wish to enroll in a CDEP course held in the summer or any subsequent term. Participating students may enroll in credit-bearing, college-level courses that are:

- Listed in the participating institution's course catalog.
- Taught by college faculty.
- Taking place on campus, online, or at a high school.

In order to promote transferability of credits earned, the Department of Higher Education and Department of Elementary and Secondary Education also strongly suggest that courses are included in the [MassTransfer Block](#) or, in the case of community colleges, are part of the curriculum of [Associate's Degrees Eligible for MassTransfer](#). Students must maintain a BCC GPA of at least **3.0** to continue to participate in dual enrollment.

BCC Dual Enrollment Update Continued

Ineligible courses include:

- Remedial/developmental courses (including ESL courses).
- Non-credit courses.
- Physical education, fitness, or recreation courses.
- First-year orientation courses.

Alternate Dual Enrollment

High school juniors and seniors who do not have the required GPA to participate in the Commonwealth Dual Enrollment Program but who have demonstrated exceptional ability in a certain subject or who have greatly improved their academic performance recently, may be eligible for dual enrollment. A recommendation from a high school official is required. Approval of the BCC Office of Academic Affairs is required.

Early College Program

Students with a 2.5 GPA or better may participate in the Early College Program and pay \$85 per credit. Students must maintain a BCC GPA of 2.5 or better to continue to participate in the Early College Program.

For More Information and Application Materials, Contact:

Maggie O'Brien, *Director of School to College Partnerships*

Bristol Community College

777 Elsbree Street

Fall River, MA 02720

508.678.2811 extension 2405

maggie.obrien@bristolcc.edu

Bristol Community College

Academic Policy on Underage Students Without a High School Diploma

Students below 16 years of age at the time of registration may take credit courses at Bristol Community College. The purpose of this policy is to support underage students and ensure their success.

Requirements

An underage prospective student must:

- Complete the Underage Request to Enroll Application, available through the Advisement and Counseling Center or the Enrollment Center, attach all necessary documentation, and obtain the signature of a parent/guardian
- Submit the completed application to the Academic Vice President or his/her designee
- Meet each semester with the designated Advisor of Underage Students who will interview, advise, and monitor the academic progress of students

Additional Recommendations

The college strongly recommends the following guidelines. To ensure the most positive and successful experience at BCC, students should:

- Be 12 years of age or older;
- Complete placement testing to ensure appropriate placement in courses;
- Contact the Tutoring and Academic Support Center for assistance if enrolled in developmental classes as a result of placement testing
- Ordinarily, attend class by him/herself.

Faculty members (or the department chair in a faculty member's absence) will be notified of any underage student who has registered for their class and have the right to express concern if they feel course content may not be appropriate for the student. This concern must be communicated to the Vice President of Academic Affairs in writing. If the Vice President determines that the reasons given constitute a compelling factor to limit (with specific parameters) or deny enrollment of the student in the course by the college, that decision will be communicated to the faculty member and the student. Faculty will also be requested to complete and submit a mid-semester and end-of-semester grade check to the designated Advisor of Underage Students (Maggie O'Brien).

The college reserves the right to limit or deny enrollment of a student in a course or program based on its case-by-case consideration of a variety of factors, including but not limited to: the student's maturity, life experience, placement test scores, and prior education, or the course content, instructional methodology, and risks associated with a particular course or program. Appeals of the college's decisions should be submitted to the Vice President of Academic Affairs.

Students with disabilities are encouraged to contact the Office of Disability Services (ODS) early in the registration process. The ODS will clarify the rights and responsibilities of the student, his/her parent or guardian, and the College. (See "Office of Disability Services" in the college catalog.)



Under-Age Request to Enroll Without a HS Diploma or GED

For students who have not yet reached the age of 16.

- High school seniors may register as non-degree students.
- High school juniors must obtain a letter of approval from their principal, guidance counselor, or Tech Prep coordinator before registering as a non-degree student.
- All students enrolled in high school who will be attending classes during the day must obtain a letter of approval from their principal or guidance counselor.
- All home schooled students need to provide documentation of a home school plan approved by the school district in which they reside.
- An official high school or home school transcript must be attached.

Student ID# _____ Date: _____

Student's Name: _____
Last *First* *MI*

Address: _____ Phone _____
Street *City* *State* *Zip* :

Age: _____ Date of Birth: _____ Grade: _____

School currently attending or home school district: _____

Address: _____
Street *City* *State* *Zip*

Contact person: _____ Phone: _____
 (Principal, guidance counselor or Tech Prep Coordinator.)

Why does the student want to enroll in this course? What previous knowledge or academic preparation does the student have?
 (Attach transcripts or other evidence if appropriate.)

REQUIRED SIGNATURES

Both student and parent/guardian acknowledge that college course content may include information intended for mature individuals, of a graphic or explicit nature, or otherwise not suitable for young students under other circumstances; in addition, they acknowledge that BCC faculty do not have the same state-mandated reporting requirements as K12 teachers. By signature on this form, the parent/guardian gives permission to the student to be exposed to such material and to hold BCC harmless.

The college reserves the right to limit or deny enrollment of students under the age of 16 based on a case-by-case consideration of factors.

Student *Parent/Guardian*

§ Attach all required supporting documents before proceeding. §

Vice President of Academic Affairs/Designee Approval Disapproval _____ Date: _____

Note: Faculty members (or the department chair in a faculty member's absence) will be notified of any underage student who has registered for their class and have the right to express concern if they feel course content may not be appropriate for the student. This concern must be communicated to the in writing to the Vice President of Academic Affairs. If the Vice President determines that the reasons given constitute a compelling factor to limit (with specific parameters) or deny enrollment of the student in the course by the college, that decision will be communicated to the faculty member and the student. Faculty will also be requested to complete and submit a mid-semester and end-of-semester grade check to the designated Advisor of Underage Students.

The faculty member and all signatories will be notified in writing of the approval or disapproval of this application.

Bristol Career and Vocational Technical Education (formerly Tech Prep) Free College Course Policy

Students in approved CVTE pathways can enroll in one free course each semester (Spring, Summer, Fall) during their junior and senior years, with a maximum limit five free courses. Only courses listed after 4 p.m., on weekends or eLearning; courses approved by the Bristol CVTE Consortium Office are available to CVTE students at no charge. Students can enroll up to seven (7) days prior to the start of that semester. Students are responsible for the cost of course texts, materials and lab fees.

*Note: A student may only take one free course per semester through **either** Dual Enrollment **or** CVTE.*

In order to participate, students must meet with a guidance counselor to review eligibility and select courses according to student abilities and goals.. Students must comply with all course prerequisites and requirements. Students are encouraged to take the Accuplacer (CPT) test prior to enrollment. If the selected course has a CPT test prerequisite, students are subject to the same requirements as entering BCC freshmen and must adhere to the college's testing policy.

Students should have a 2.5 GPA (C) or better in their CVTE programming and a 3.0 GPA overall. Students are also encouraged to submit at least one recommendation from their district CVTE Director, CVTE Program Instructor and/or High School Guidance Counselor along with their application.

For More Information and Application Materials, Contact:

Chris Shannon, *Director of Bristol Career and Vocational Technical Education (CVTE) Consortium*
Bristol Community College
777 Elsbree Street
Fall River, MA 02720
508.678.2811 extension 2339