

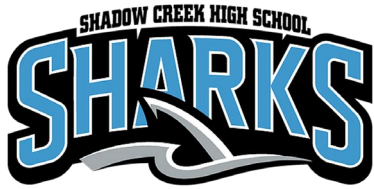
Dual Enrollment *Orientation*



ALVIN COMMUNITY COLLEGE

DUAL ENROLLMENT

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Understanding Pathways and Course Type

Academic Dual Enrollment College Course – core college courses that are part of ACC's transfer pathway degree. These courses transfer with a grade C or higher to Texas public colleges and universities, and most out of state public universities as well. Examples: ENGL 1301 Composition I, GOVT 2305 Federal Government, PSYC 2301 General Psychology etc...

Technical Dual Enrollment College Course – courses that are part of workforce certificates and do not transfer to universities but can transfer among community colleges. Example: CHEF 1205 Sanitation and Safety

Technical Dual Enrollment courses are only available in Alvin ISD at this time.

Understanding Dual Degree and Dual Enrollment

Dual Enrollment -

- Student is taking a college course in high school, earning both high school and college credit
- Courses can be academic or technical (Technical AISD only)
- ACC Advisor registers the student in their college course

Dual Degree is everything above plus -

- The opportunity to complete an Associates of Arts in General Studies degree in high school
- The degree is made up of 60 college credit hours of academic courses
- Student must self disclose that they are degree seeking to the ACC Dual Enrollment Advisor

Example ACC Academic Transfer Pathway

General Studies AA

AA General Studies – Non-Major Specific w/Core Complete

9 th Grade		10 th Grade		11 th Grade		12 th Grade	
Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
English I		English II		English III*	English III*	ENGL 1301*	ENGL 1302*
Algebra I or Geometry		Geometry or Algebra II		Algebra II		MATH 1314	MATH 2412
Biology I		Chemistry		High School Science		BIOL 1406	BIOL 1407
World Geography		World History		HIST 1301	HIST 1302	GOVT 2305	GOVT 2306
PE							
PSYC 1300	COMM 1307	ARTS 1301 or MUSI 1306	SOCI 1301 or SPCH 1315	PSYC 2301	OR	ECON 2301	
SPAN 1411	SPAN 1412						
7	7	3	3	9	6	13	14

*ENGL 2322 and ENGL 2323 is available as English IV in AISD

Students will work with their ACC Advisor to find what pathways works best at their school.

ACC Academic Transfer Pathways are available for Business Majors, Science, and Math intensive Majors. ACC is working with ISDs to add more pathways.

Example Alvin ISD Certificate Pathway

AISD-Pharmacy Tech Level 1 Certificate

9 th Grade		10 th Grade		11 th Grade		12 th Grade	
Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
*Principles in Health Science		*Health Science Theory		Practicum in Health Science (Pharm Tech I)		Practicum in Health Science (Pharm Tech II)	
				PHRA 1301 Intro to Pharm PHRA 1309 Pharm Math I PHRA 1305 Drug Classification	PHRA 1315 Pharm Terminology PHRA 1347 Pharm Math II PHRA 1441 Drug Therapy & Treatment	PHRA 1413 Community Practice PHRA 1349 Inst. Pharm Practice	PHRA 1345 Compounding Sterile Preparations PHRA 1261 Clinical I PHRA 1243 Certification Review
				9	10	7	7

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Did you know...

- DE college courses are taught by ACC professors or credentialed ISD instructors.
- College courses are offered on the high school campuses. Students in the DE program can also take courses online or at an ACC campus.
- Your ACC DE advisor is on **your campus** to assist you.
- DE college courses are not AP.
 - Advance Placement classes are high school classes with an end-of-year exam to determine college credit. Dual Enrollment courses are college courses that earn college credit throughout the semester.
 - AP courses are usually weighted at a higher GPA than DE courses in ISDs.





*Did you
know...*

- Students in the DE Program are exempt from the Texas six-drop rule while enrolled in the program.
- DE class attendance is mandatory. Students may have to make a choice between academics and extracurricular activities.
- Work and study expectations are that of a college student.
- Access to the ACC Dual Enrollment Student Handbook can be found on the ACC Dual Enrollment website.

What is a Syllabus?



**KEEP
CALM
AND
READ THE
SYLLABUS**

A Syllabus is an outline of information about the college course you are taking. For each course, students receive a Syllabus that includes:

- Course name
- Instructor name, contact info., and office hours
- Textbook information
- Course objectives
- Assignments & due dates (how to submit assignments)
- Attendance, grading, & late work policies
- Academic dishonesty statement
- College resources available for success!
- Look up course syllabi [here](#).

College Grades

College Grading Scale

A	90-100
B	80-89
C	70-79
D	60-69

- College grades are reported in Blackboard. Students should refer to Blackboard to retrieve grades for their college courses, NOT the high school reporting system.
- Students are responsible for keeping track of their grades.
- In college courses, it is not unusual to only have 4 graded assignments for the semester.
- Dual Enrollment Advisors do not have access to your grades.
- Always communicate concerns regarding grades directly with your professor.

Course Concerns

Questions or concerns regarding curriculum, grades, or assignments, should be addressed initially by the student to:

1. First contact the Instructor
2. Then contact the Dean

If the student is unsuccessful and parental involvement is warranted, a FERPA form must be on file and parent must have the FERPA access code, before the professor will discuss directly with a parent.

The ACC Advisor cannot assist with grades, assignments, curriculum, or any classroom specific concerns. These concerns must be addressed with the instructor and Dean directly.



FERPA

Family Educational Rights and Privacy Act

For parents to be able to speak to the professor about their student's grades or assignments, the student must fill out a FERPA release form with their ACC advisor.

The form must be filled out by the student in person with their ACC advisor.

A FERPA code will be issued to the student and the student will share the code with the individuals they have listed on their FERPA form.

ACC Dual Enrollment **Academic Standards**

AUTOMATIC WITHDRAWAL POLICY

Students placed in an alternative school or facility due to disciplinary reasons exceeding one week, will be automatically withdrawn from all dual enrollment college courses and assigned a 'W' for each course. Students remaining enrolled during the one-week placement are responsible for all assignments missed and will be held to any grading penalty incurred due to the attendance policy of the course(s). Students may appeal the automatic withdrawal by contacting both the ACC instructional Dean and Vice President of Student Services for review.

HOMEBOUND POLICY

Students entering a semester on homebound status should enroll in online classes only.

Students enrolled in a college class on the high school campus who require homebound status during the semester may:

- i. withdraw from the college course if prior to the published withdrawal deadline.
- ii. receive permission from the faculty member to continue under his/her guidelines. Students are responsible for all assignments missed and will be subject to any grading penalty incurred due to the attendance policy of the course(s).
- iii. receive an incomplete grade in the class if the faculty member deems it appropriate.

ACC Dual Enrollment **Academic Standards**

ACC 2.0 GPA

The college cumulative GPA is calculated at the completion of each semester. Students whose college cumulative GPA is below 2.0 will be placed on probation and may be subject to suspension from enrolling in additional Dual Enrollment courses for one long semester (Fall or Spring). Students placed on probation or suspension will meet with their ACC Advisor to complete a Dual Enrollment Academic Improvement Plan. If the semester GPA remains below 2.0 they may be suspended from taking Dual Enrollment courses. If a student is placed on suspension from Dual Enrollment or does not agree with the Dual Enrollment Academic Improvement Plan, they can appeal to the Dual Enrollment Academic Probation Committee.

FOREIGN LANGUAGE AND MATH

A grade of C or higher is required to move to the next level of Foreign Language or Math; and to guarantee transferability of core courses.

ACC Dual Enrollment **Academic Standards**

COURSE GRADE APPEAL

A student shall have one year from the date a grade is assigned to submit a grade appeal. A student shall not be permitted to submit a grade appeal because of general dissatisfaction with the grade, when a penalty has been assigned to the grade, or due to the outcome of a course as a result of a grade. In addition, disagreement with the instructor's professional judgment of the quality of the student's work and performance shall not be permitted as the basis for a grade appeal. During an appeal, the student is required to first meet with the faculty member for discussion and to seek resolution. If resolution does not occur at the faculty level, the student may first appeal to the Dean and then the VPI for further consideration. The VPI may schedule a conference with the student or refer the appeal to an Academic Appeals Committee. Since only grade appeals will be considered by the Academic Appeals Committee, this will be a designated committee and not an open institutional standing committee. Complete procedures for a course grade appeal can be found in ACC's local policy, FLDB at <http://pol.tasb.org/home/index/214>. A course grade appeal form can be obtained at: <https://www.alvincollege.edu/student-information/student-complaints.html>

Parent Tips to Aid in *Student Success*

- Review the course syllabus with your student.
- Recognize that your parental role as related to their education shifts from primary advocate to secondary advocate when your student is enrolled in college courses.
- Encourage independence in problem solving. Allow your student the opportunity to solve any academic concerns.
- Help your student prepare for possible challenges that may arise throughout the school year.
- Assist in developing time management skills.
- Encourage your student to be engaged and aware in class.
- Understand that sometimes a straight A high school student may make their first C in a college level course.
- Help your student communicate with their professor in a professional and respectful way.

Course Accommodations

Student Accessibility Services

If you receive class accommodations (504 plan, IEP) on your high school campus, you will need to also request accommodations with the college.

Get started today by visiting the ACC Student Accessibility Services webpage at <https://www.alvincollege.edu/disability-services/confidentiality.html> or contact them directly at 281.756.5701 or email SAS@alvincollege.edu.

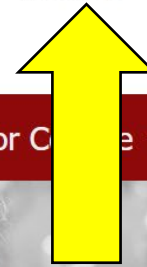
After initial set up, you will need to contact to SAS office every semester to verify that you still would like to use your accommodations.

Logging into the POD



Apply Now! The POD Bookstore Library Marketplace Search

START HERE ▾ Admissions ▾ Programs & Courses ▾ Paying for College ▾ Continuing Education ▾ About ▾



Fall Registration is Now Open! Summer

Students were sent an email with their ACC ID, ACCess ID, and ACC email address when their ACC application was processed. They will set up their POD account and email using those instructions.

Make sure you check your SPAM or JUNK folder to see if the email is there.

[Log into the POD here](#)



DUAL ENROLLMENT

Need help logging into the POD or your ACC email?

Contact ACC IT Help Desk at 281.756.3544 or
itservices@alvincollege.edu

You need to have your POD login and ACC email set up
before your courses begin.



Sample ACC Welcome Email

Greetings,

Student ID Number: #####

ACCess ID: #####

ACC Email Address: #####@student.alvincollege.edu

Personal Email Address: *your email used when you applied through Apply Texas*

Congratulations on completing the first step of the Alvin Community College admissions process and towards achieving your educational goals. It is my pleasure to inform you that you have been accepted to Alvin Community College. There are additional admissions steps you need to complete before you can register for courses. Keep reading to see what you need to do next.

Your next steps:

Please set up your Pod account. This is the internal system that you will utilize throughout your time at ACC. Use this link [Update Password Here](#) to receive password instructions using the email address you listed on your ApplyTexas application. If you experience issues with setting up your account, please email itservices@alvincollege.edu , or call 281.756.3544.

The password will be sent to the personal email address listed above, please check your spam/junk folder.

Once your account is set-up, please log into [The POD](#), connecting you to ACC and your courses. [View this short video to help you learn more!](#)

For future reference, this email was also sent to your ACC email address.

[First Time in College Students](#)

[Returning/Former ACC Student](#)

[Transfer Students](#)

[Dual Enrollment/HS Students](#)

[International Students](#)

[Veteran Students](#)

[Continuing Education](#)

[Athletes](#)

Welcome to ACC and congratulations on becoming an ACC Dolphin. We look forward to supporting you throughout your educational journey. Fins Up!

Admissions Assistance: admissions@alvincollege.edu · PH. 281.756.3531 or [live chat](#)

Pathways Success Coaches: psc@alvincollege.edu · PH. 281.756.3531 or [live chat](#)

Making a Payment



[Apply Now!](#) [The POD](#) [Bookstore](#) [Library](#) [Marketplace](#) [Search](#)

Fall Payment Due August 15

- [Financial Aid](#)
- [Tuition & Fees](#)
- [Scholarships](#)
- [Make a Payment](#)
- [Refunds](#)
- [Frequently Asked Questions](#)

[Click here to view video on how to make a payment](#)

[Click here to make a payment](#)



DUAL ENROLLMENT

PURCHASE OR RENT TEXTBOOKS

www.alvinccstore.com

Phone: 281.756.3681

Store Hours:

Monday & Tuesday

7:30am-6:30pm

Wednesday & Thursday

7:30am-5:00pm

Friday

8:00am-1:00pm

Alvin Community College is closed on Fridays
during the Summer

When to buy?

Students should have their textbook purchased before the 2nd class day. If you purchase your book before, do not open the shrink-wrap until the first day of class.

Ebooks/RedShelf

Some courses will have electronic textbooks included in the tuition. Check your fee statement to see if already paid for your book. You will access these ebooks in the course in Blackboard.

[Click here to view a video on how purchase your textbooks](#)

Understanding TSIA2

The Texas Success Initiative Assessment 2 (TSIA2) is a diagnostic college placement exam over reading, writing, and math. Study guides and practice exercises are available online

Check with your ACC Advisor to see if you can use a TSI waiver or to confirm which sections you must complete.

SCORES REQUIRED:

English Language / ELAR

945 or higher and an essay of 5-8 **OR**

Below 945 with a Diagnostics Score of 5-6 and an essay of 5-8

Math

950 or Diagnostic Score of 6

Free ACC Tutoring Resources

The ACC Learning Lab

- Free in-person and online tutoring
- Computer and printer access
- Information on academic success strategies

Learning Lab Location:

Main campus, A Building, 2nd floor, A 204b
281-756-3566

Hours:

Monday - Thursday 8:00 AM - 7:00 PM

Friday 8:00 AM - 5:00 PM

Closed Fridays during the summer

Your Professor

Professors will have office hours and tutoring options on their syllabus.

If you can not make it to your professor's designated office hours, reach out to them to see if they can meet with you at a different time.



Reminders

- **Email is our official form of communication with you!** Make sure you can get into your college email in the POD. Check your ACC email daily!
- Your ACC Advisor will register you for any courses that you take while you are in the Dual Enrollment program. **You should never register yourselves.**
- If you ever need assistance, please contact your ACC Advisor on your campus directly!

Important Dates

Fall	Spring
Payment Deadline August 15	Payment Deadline January 9
Courses Begin August 21	Courses Begin January 16
Withdraw Deadline November 15	Withdraw Deadline April 17

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